

# Application form

Hamilton City



**Hamilton City Council**  
Te kaunihera o Kirikiriroa



## **Creative Communities Scheme Funding local arts activities**

**Nga kaupapa auaha a te iwi whanui  
Te tono putea mo nga manahau a te iwi kainga**

### **Application Form 2011/2012**

Applications close 4.30pm 30 March 2012 for projects that begin after 26 April 2012.  
Late applications will not be considered.

Contact the scheme administrator to discuss your project or to get help with your application. For more information on the scheme and closing dates for funding rounds contact:

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**Creative Hamilton**  
**Upstairs, 120 Victoria Street, Hamilton**

Adrienne Clothier

adrienne@creativehamilton.org.nz  
838-6424 ext 2

### **Useful website addresses**

[www.creativehamilton.org.nz](http://www.creativehamilton.org.nz)

Creative New Zealand  
[www.creativenz.govt.nz/ccs](http://www.creativenz.govt.nz/ccs)

Please write clearly using a black pen and send your application to:

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Creative Hamilton,  
PO Box 19-352, Hamilton

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Upstairs, ArtsPost  
120 Victoria Street, Hamilton

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Local Council funding priorities for 2011/12:

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Hamilton City Council Community Outcomes

Goal: Vibrant and Creative:

“A city that encourages creativity for a vibrant lifestyle”

2.1 It is recognized for its wide range of events, activities, attractions and entertainment for everyone

2.2 Has a vibrant arts and music scene and supports and celebrates its artists, festivals and facilities.

2.3 Acknowledges and celebrates the creativity of Maaori arts and culture.

2.4 Respects and celebrates its diverse communities.

2.5 Has an attractive and lively city centre.

2.6 Celebrates and promotes its talent and creativity.

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Would you like to speak in support of your application at the assessment committee meeting?

yes / no

## Check your eligibility

Before you fill in this form, read the guide for applicants carefully to make sure you are eligible to apply, and find out about the types of activities that could and cannot be funded. If you are not sure that you can apply, contact the scheme administrator in your area.

### **Please note:**

- *Your project cannot start before it has been assessed. Retrospective applications will not be accepted.*
- *Your project cannot have already received Creative New Zealand funding for the same purpose.*

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## 1. Applicant's details

Name

Are you applying as an individual  
or as a group (select one)

individual

group/organisation

Address

Post code

Telephone number(s)

Email

Ethnic affiliation

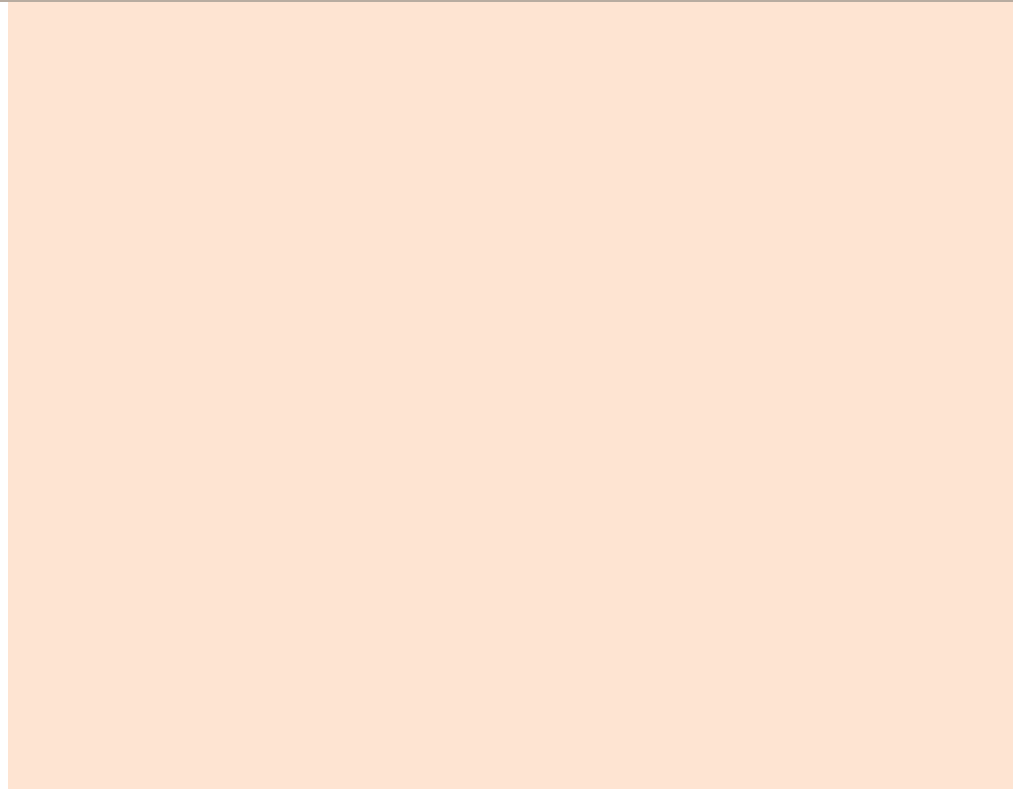
What is the ethnic group that  
you or your group most identify  
with? (for example, Māori,  
New Zealand European, or Samoan etc.)

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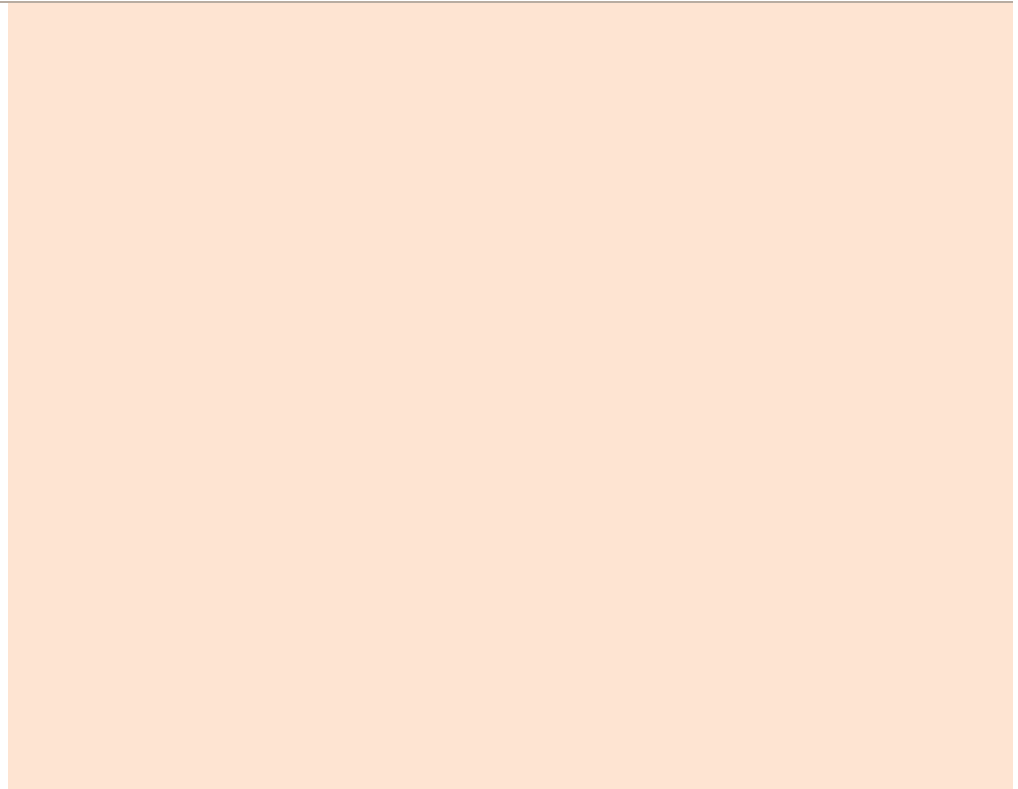
## 2. Project

Briefly describe your project terms of the following –

1. What is it that you want to do?

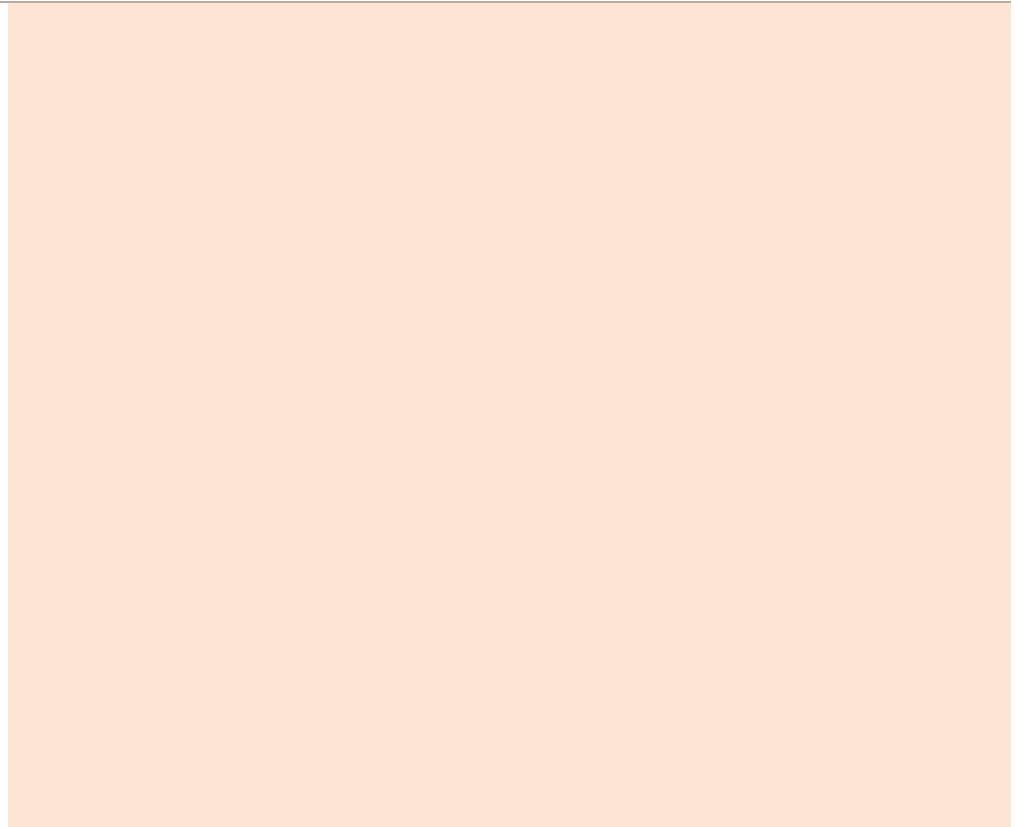


2. When and where will your project happen?



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3. Who is involved?

A large, solid orange rectangular area intended for the applicant to provide details about who is involved in the project.

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**3. How much money are you requesting from the Creative Communities Scheme for this project?**

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(Please provide a detailed budget in section 8 of this application form)

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#### 4. Which of the scheme's three funding criteria are you applying under?

(Please select one only)

**1. Broad community involvement** – Your project will create opportunities for local communities to engage with, and participate in arts activities.

Or

**2. Diversity** – Your project will support the diverse arts and cultural traditions of your local communities, enriching and promoting their uniqueness and cultural diversity.

Or

**3. Young people** – Your project will enable and encourage young people (i.e. under 18 years) to engage with, and actively participate in the arts.

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#### 5. Which of the following is your project's main artform?

(Please select one only)

**AF** Arts Festival (multi-artform)

**CR** Craft/Object art

**DA** Dance

**LT** Literature

**MU** Music

**NM** New media, digital arts and film

**TH** Theatre

**VA** Visual arts

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## 6. Which of the following activities best describes your project?

(Please select one only)

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**COAW** Creation of artwork

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**CRPN** Creation and presentation of art work

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**EXBN** Exhibition / Presentation

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**PERF** Performance

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**WORK** Workshop

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## 7. What is the cultural tradition of your project?

The cultural tradition of your project relates to the particular heritage that your project is part of. For example, a Kapa Haka performance is part of a Māori cultural heritage or a traditional Polish dancing workshop is part of a Polish European/Slavic heritage. Cultural tradition **does not relate** to your group's ethnic affiliations or geographical origins.

(Please select one only)

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**M** Māori

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**PI** Pacific Island (if possible please specify, eg Samoan, Cook Islands Māori, Niuean, Fijian)

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**E** European / North American (if possible please specify, eg Celtic, Dutch, Hungarian, American)

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**A** Asian (if possible please specify, eg Southeast Asian, Chinese, Korean, Indian)

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**MELAA** Middle Eastern, Latin American, African (if possible please specify)

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**MC** Multi-cultural

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**O** Other (if possible please specify)

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## 9. Financial background

Tell us about any other funding you have applied for or received for this project.

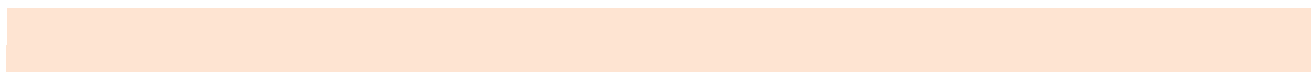
| Date applied | Source of funding | Type of funding<br>(eg, a loan, grant and what it will be used for) | Amount requested | Is funding confirmed?<br>If yes state how much.<br><br>If you are still waiting for response, when will you know the result? |
|--------------|-------------------|---|------------------|--|
|              |                   |   |                  |  |
|              |                   |   |                  |  |
|              |                   |   |                  |  |
|              |                   |   |                  |  |

Tell us about any other grants you have previously received through the Creative Communities Scheme. (Last three years only).

| Date | Project title | Have you completed a project completion report for this project?<br><br>Yes/No | Amount of funding received |
|------|---------------|--|----------------------------|
|      |               |  |                            |
|      |               |  |                            |
|      |               |  |                            |
|      |               |  |                            |

Groups or organisations must provide a copy of their latest financial statement. This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts.

Individuals and groups must provide bank account details (or bank deposit slip) for the payment of the grant.



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## 10. Declaration

**I declare that the information supplied here is correct. If the application is successful, I/we agree to –**

- complete the project within a year of the funding being approved
- complete and return a project report form (which will be sent with the grant) within two months after the project is completed
- participate in any funding audit of my organisation or project conducted by the local council if required
- inform the scheme administrator of any public event or presentation that is funded by the scheme
- acknowledge the assistance of the scheme verbally at event openings, presentations, performances and such like
- use the CCS logo in publicity for the project and follow the guidelines for use of the logo. (Logo and guidelines can be downloaded from: [www.creativenz.govt.nz/resources](http://www.creativenz.govt.nz/resources)).

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I understand that the

[insert name of city or district council where you are applying for funds]

Is bound by the Local Government Official Information and Meetings Act 1987. I also consent to it recording the personal contact details provided in this application, retaining and using these details, and disclosing them to Creative New Zealand for the purpose of evaluating the Creative Communities Scheme. I understand that my name and brief details about the project may be released to the media or appear in publicity material. I undertake that I have obtained the consent of all people involved to provide these details. We understand that I have the right to have access to this information. This consent is given in accordance with the Privacy Act 1993.

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Name:

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Signature:

[insert signature JPEG here 2.5cm high x 5cm wide]

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Signature of parent or guardian if applicant is under 16 years or age:

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Position in organisation (if applicable):

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Date

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## 11. Final Check

### Make sure you have

Completed all sections

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Checked that the budget balances

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Provided quotes, bank account details and full financial details (groups and organisations only)