



Rangitikei District Council

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Rangitikei
UNSPOILT...

Creative New Zealand Funding Assessment Committee

Order Paper

Wednesday 27 May 2015, 10.00 am

**Council Chamber,
46 High Street, Marton,**

Chair

Debbie Benton

Membership

Jill Bainger, Pam Bradley, Philippa Durrant, Katarina Hina, Tam Hiscotte, Gill Duncan,
Cr Rebecca McNeil

His Worship the Mayor, Andy Watson, (ex officio)

Please Note: Items in this Agenda may be subject to amendments or withdrawal at the meeting. It is recommended therefore that items not be reported upon until after adoption by the Council. Reporters who do not attend the meeting are requested to seek confirmation of the Agenda material or proceedings of the meeting from the Chief Executive prior to any media reports being filed.

Rangitikei District Council

Creative NZ Meeting

Order Paper – Wednesday 27 May 2015 – 10:00 a.m.



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1 Welcome

2 Opportunity for applicants to address the Committee

3 Apologies

4 Confirmation of minutes

That the minutes of the Creative NZ Funding Assessment Committee held on 26 November 2015 be taken as read and verified as an accurate and correct record of the meeting.

5 Matters arising

6 Creative Communities Applications May 2015

A report is attached.

File ref: 3-GF-3

Recommendations

- 1 That the report 'Creative Communities Applications May 2015 be received.
- 2 That the Creative New Zealand Funding Assessment Committee approve/decline the applications, listed below, on behalf of the Creative Community Scheme (Creative New Zealand), and disburse the funds to successful applicants:
 - Anne George – Marton Country Music Festival \$
 - Birds on Signs Project \$
 - Bulls and District Community Trust – Wear-A-Bull Arts \$
 - Highland Dancing Assn Manawatu/Rangitikei/Wanganui \$
 - Marton and District Pipe Band \$
 - Rangitikei Country Quilters \$
 - Turakina Caledonian Society \$
- 3 That the following Creative Communities Project Report Forms be received:
 - Anne George – Marton Country Music Festival
 - Rangitikei Scots Pipe Band
 - Taihape Drama Group
 - Turakina Caledonian Society

7 Next Meeting

Wednesday 25 November 2015, 10.00 am

8 Meeting closed

Attachment 1

Rangitikei District Council

Creative NZ Meeting

Order Paper – Wednesday 26 November 2014 – 10:00 a.m.

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Present:

D Benton (Chair)
T Hiscotte
P Durrant
Cr R McNeil
His Worship the Mayor, A Watson

In attendance:

Ms Denise Servante, Senior Policy Analyst
Ms Samantha Whitcombe, Governance Administrator

1 Welcome

The Chair welcomed everyone to the meeting.

2 Opportunity for applicants to address the Committee

Michelle Fannin – Taihape Community Development Trust

- Project to design a mural for the Grandstand at memorial park.
- The cost of small containers to divide the paint up between groups was not included in the application. The Committee agreed that these costs could be included in discussion on this application.

Cath Ash – Project Marton

- Project to fund the Marton Harvest Festival.
- A five-year plan has been created to move the festival in a 'self-sustaining' direction.
- 20-30% of the project would be considered 'arts-focused'.
- His Worship the Mayor declared a conflict of interest in relation to this application.

Jane Dunn and Denise Servante – Bulls Town Centre Plan Steering Group

- Project to run a series of workshops for the Community to decide and implement a place-making project within the Bulls Town Centre Plan.
- Would also like to establish an on-going relationship with the Committee.

3 Apologies

That the apologies for absence from G Duncan and J Bainger be received.

D Benton / T Hiscotte. Carried

4 Confirmation of minutes

Resolved minute number	14/CNZ/032	File Ref
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That the minutes of the Creative New Zealand Funding Assessment Committee held on 25 June 2014 be taken as read and verified as an accurate and correct record of the meeting.

D Benton / P Durrant. Carried

5 Matters arising

T Hiscotte introduced Pam Bradley to the group as a potential new member of the Committee. The Committee agreed to let Pam sit in on the meeting and would co-opt her onto the Committee at the end of the meeting if she was happy to join.

6 Creative Communities Applications November 2014

The Committee discussed each application at length.

Resolved minute number **14/CNZ/033** **File Ref** **3-GF-3**

That the report 'Creative Communities Applications November 2014' be received.

D Benton / Cr McNeil. Carried

Resolved minute number **14/CNZ/034** **File Ref** **3-GF-3**

That the Creative New Zealand Funding Assessment Committee approve/decline the applications, listed below, on behalf of the Creative Community Scheme (Creative New Zealand), and disburse the funds to successful applicants:

- Bulls Town Centre Plan Steering Group \$0.00
- Project Marton \$2,000.00
- Taihape Community Development Trust \$1,805.15

T Hiscotte / P Durrant. Carried

Resolved minute number **14/CNZ/035** **File Ref** **3-GF-3**

That the following Creative Communities Project Report Forms be received:

- Hype Academy Ltd

Cr McNeil / T Hiscotte. Carried

7 Arts Strategy

Ms Servante spoke to the discussion item on the Arts Strategy.

A workshop session was undertaken to identify potential outcomes and actions to populate the Arts Strategy. The notes from this session are attached.

Resolved minute number **14/CNZ/036** **File Ref**

That the discussion document "Towards an Arts Strategy" is received.

P Durrant / Cr McNeil

D Benton left the meeting 11.59 am; T Hiscotte took over as Chair for the remainder of the meeting.

8 General business

The Committee agreed to co-opt Pam Bradley onto the Committee for the remainder of the 2013-16 triennium.

Resolved minute number **14/CNZ/036** **File Ref**

That Pam Bradley be co-opted onto the Creative Communities Assessment Committee for the remainder of the 2013-16 triennium.

T Hiscotte / P Durrant. Carried

9 Next Meeting

Wednesday 29 April 2015, 10.00 am

10 Meeting closed – 12.04 pm

Confirmed/Chair: _____

Date: _____

Attachment 2



Rangitikei
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REPORT

SUBJECT: **Creative Communities Applications May 2015**

TO: Creative Communities Assessment Committee

FROM: Samantha Whitcombe, Governance Administrator

DATE: 18 May 2015

FILE: 3-GF-3

1 Executive Summary

- 1.1 The Creative Communities Scheme is a relationship between Creative New Zealand and local authorities, and supports opportunities for New Zealanders to participate in the arts in their local area. Each local authority has an assessment panel representative of its community, and these panels make the funding decisions.
- 1.2 This report outlines the Creative Communities (Creative New Zealand) Funding Scheme, and presents the applications received for this funding round for the Funding Assessment Committee to consider.
- 1.3 Seven eligible applicants request a total of \$15,813.63 which is \$3,313.63 more than the sum available for this round of funding. All applications are from community groups/organisations.

2 Background

- 2.1 The purpose of the Creative Communities Scheme is to increase participation in the arts at the local level and to increase the range and diversity of arts available to communities. Creative New Zealand sets criteria for funding which are listed later in this report.
- 2.2 In 2005, the Council agreed to delegate the identification of local priorities for the Scheme to the Funding Assessment Committee. The local priorities were reviewed and confirmed by the committee at its meeting in September 2013.
- 2.3 Creative New Zealand require all territorial authorities participating in the Creative Communities scheme to hold a minimum of two and a maximum of four funding rounds each year. Rangitikei District Council holds two funding rounds per annum. This is the second application round for the 2014/15 year.
- 2.4 The availability of these grants was advertised in local newspapers in March 2015 (in the District Monitor, Central District Times and Wanganui Chronicle) and was notified on the Council's website.

- 2.5 After the original closing date of this funding round (27 April 2015), it was decided to extend the round until 20 April 2015 due to the small number of applications.

3 Application process and criteria

- 3.1 Appendix 1 contains the application form and information sheets provided to prospective applicants. It outlines who is eligible to apply, the characteristics of an eligible project, and the funding criteria.

- 3.2 The Scheme has three criteria for assessing applications and allocating funding. Projects should meet at least one of these criteria:

- **Broad Community involvement:** The project will create opportunities for local communities to engage with and participate in the arts.
- **Diversity:** the project will support the diverse arts and cultural traditions of local communities, enriching and promoting their uniqueness and cultural diversity.
- **Young people:** the project will enable and encourage young people (under 18 years) to engage with and actively participate in the arts.

- 3.3 Creative New Zealand states in its Administrators Guide that *“...one of the greatest strengths of the Creative Communities Scheme is that these funding criteria are broad and flexible, allowing assessment committees to make decision that take into account the local context. Committees are encouraged to apply the funding criteria according to the community arts needs within their own local council’s area”*.

- 3.4 Activities that may be funded include:

- Exhibitions, concerts and workshops
- Personnel costs for one-off, short-term projects and material costs
- Artist development
- Arts promotion
- Community participation and engagement
- Support for the arts of ethnic communities
- Projects focussing on young people
- Projects linked to other sectors –arts projects linked to other sectors such as health, heritage or environment, provided that the project’s main focus is to achieve arts outcomes.

- 3.5 The local priorities agreed by the Committee in the 2013/16 triennium are:

- Projects that demonstrate growth
- Projects that demonstrate quality and excellence
- Projects that promote partnership and inclusion

3.6 The application form provided by Creative New Zealand has a space on the front cover to list the local priorities but does not have a specific place within the application for the applicant to rank their application against the local criteria.

3.7 The annual amount available to Rangitikei District from Creative New Zealand is \$15,813.30. The maximum amount available for this round is \$12,500.

4 Project Report Forms

4.1 Project report forms are required from all successful applicants within two months of the completion of the project and certainly before further grants can be awarded. Project Report Forms for the 2013/14 funding round have been received from Marton Country Music Festival, Rangitikei Scots Pipe Band, Taihape Drama Group and Turakina Caledonian Society. These are attached as Appendix 2.

5 Applications received

5.1 Seven applications have been received to meet the closing deadline for this funding round. There is one applicant who is new to the scheme. The other applicant's received various grants between 2008 and 2014. Project reports have been received for all of these applications.

5.2 The spreadsheet (Appendix 3) shows how each application relates to the criteria. The amount requested by the seven applicants totals \$15,813.63. As a comparison, the three applicants in November 2014 sought \$14,659.50.

5.3 The applications are included as a separate document.

5.4 Two applications are above the \$2,500 normal limit set by Creative New Zealand. These are for the Marton Country Music Festival and the 152nd Turakina Highland Games. Creative New Zealand requires applications at this level to be highly developed with clearly defined budgets and event planning, and to be of widespread benefit. Both of these applicants have put forward very comprehensive applications and both events have a proven track record..

5.5 The Birds on Signs Project meets the *participation* criteria for the Scheme. The project would allow both the local community and visitors an opportunity to view the artwork associated with the various street names within Taihape, and gives artists the opportunity to showcase their work.

5.6 The application from the Bulls and District Community Trust provides a detailed description of the project and the benefit it will bring to the Community, and the project costs are all supported by quotes. However, it appears that the project costs noted in the application form are not all of the costs associated with the project, given that the stated total cost of the project is \$5,737.30 and the stated income would more than adequately cover these costs.

- 5.7 The application from the Highland Dancing Association of Manawatu/Rangitikei/Wanganui is for the 3rd biannual Rangitikei & District's Open Championship competition. This is the second application from this group. The application is well developed with a complete budget and quotes for the materials/costs requested. The Committee should note that the Creative Communities Scheme cannot provide funding for entry fees for competitions, prize money, awards and judges fees. If the Committee chose to approve a grant to this applicant it would need to be explicit about the costs the grant could be used for.
- 5.8 The application from the Marton and Districts Pipe Band is for tutoring lessons for its youth members. The project involves hour long lessons for one of three instruments at the Scottish Hall in Marton. The proposed project most closely meets the *participation* criteria for the scheme, but would also meet the criteria for *youth*. The application provides a detailed description of how the project would benefit the local community.
- 5.9 The application from Rangitikei Country Quilters is for the biennial Quilt Show in Marton. The proposed project most closely meets the diversity criteria but would also meet the *participation* criteria. The Show will allow local artists to exhibit their work, as well as attracting national travelling exhibitors. It is also an opportunity for attending the Show to participate in a series of challenges. The application is requesting a grant to cover the cost of hiring the venue for the show.

6 Assessing applications

- 6.1 Creative New Zealand advises that "It is preferable to adequately support the best applications to ensure that they have a good chance of success".
- 6.2 A marking sheet is provided for each application and a guide sheet produced by Creative New Zealand for interpreting the assessment scale. These should be completed by Committee members prior to the meeting on 27 May 2015.
- 6.3 All New Zealanders are eligible to apply to the Creative Communities Scheme (Creative New Zealand), either as individuals or groups. In principle, the Creative Communities Scheme offers support for *projects* rather than support for *individuals*. All applications are assessed according to the merit of the project based on the Creative Communities Scheme criteria and to be considered all applications must identify the benefits of the proposed project to the local community.
- 6.4 Given that the amount sought exceeds the amount available, the Committee might wish to consider a priority ranking approach in order to satisfy the scheme's overriding requirement; to fund for success.
- 6.5 Fully funding the applications from Birds on Signs Project, Rangitikei Country Quilters, Bulls and District Community Trust – Wear-A-Bull Arts, Highland Dancing Association of Manawatu/Rangitikei/Wanganui and Marton and

Districts Pipe Band, and funding the Marton Country Music Festival and the Turakina Caledonian Society – 152nd Turakina Highland Games applications to the suggested limit of \$2,500, would give a total of \$12,388.63.

- 6.6 The remaining funds (\$111.37) could be carried over to the 2015/16 year.

7 Recommendations

- 7.1 That the report 'Creative Communities Applications May 2015 be received.

- 7.2 That the Creative New Zealand Funding Assessment Committee approve/decline the applications, listed below, on behalf of the Creative Community Scheme (Creative New Zealand), and disburse the funds to successful applicants:

• Marton Country Music Festival	\$
• Birds on Signs Project	\$
• Bulls and District Community Trust – Wear-A-Bull Arts	\$
• Highland Dancing Assn Manawatu/Rangitikei/Wanganui	\$
• Marton and District Pipe Band	\$
• Rangitikei Country Quilters	\$
• Turakina Caledonian Society	\$

- 7.3 That the following Creative Communities Project Report Forms be received:

- Marton Country Music Festival
- Rangitikei Scots Pipe Band
- Taihape Drama Group
- Turakina Caledonian Society

Samantha Whitcombe
Governance Administrator

Appendix 1

Rangitikei District



Creative Communities Scheme (CCS) Application Form

Funding for local arts

Ngā kaupapa auaha a te iwi whānui

Te tono pūtea mō ngā manahau a te iwi kāinga

This funding round closes on **Friday 27 March 2015 at 12 pm (noon)**

Projects have to start after **Friday 30 April 2015**

Local funding priorities: In **2014/15** priority will be given to applications that **Projects that demonstrate growth**

Projects that demonstrate quality and excellence

Projects that promote partnership and inclusion

Read the *Creative Communities Scheme (CCS) Application Guide*

This guide tells you –

- > if you are able to apply for a CCS Grant for your project
- > what information you will need to include in your application
- > how to submit your application.

You can print this document out and handwrite your application or you may like to save a copy of this application to your desktop and enter the information this way. If you need more space attach information to the back of this application form. Please include the section number and heading for easy assessing.

Contact the CCS administrator if you need advice on your application.

Samantha Whitcombe

Samantha.whitcombe@rangitikei.govt.nz or 06 327 0099

1 Applicant details

Are you applying as an individual or group?

☐ Individual ☐ Group

Full name of applicant

Contact person (for a group)

Daytime phone number

Postal address

All correspondence will be sent to this address.

Street/PO Box

Suburb

Postcode City

Email

Ethnicity of applicant

Please tick and provide detail e.g. Ethnicity: Pacific Island, Detail: Samoan.

Ethnicity	Detail
<input type="checkbox"/> NZ European	<input type="text"/>
<input type="checkbox"/> Māori	<input type="text"/>
<input type="checkbox"/> Pacific Island	<input type="text"/>
<input type="checkbox"/> Asian	<input type="text"/>
<input type="checkbox"/> Middle Eastern/Latin American/African	<input type="text"/>
<input type="checkbox"/> Other	<input type="text"/>

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

If you mark yes, talk to your local CCS administrator before you go so you know who you will be speaking to and for how long.

☐ Yes☐ No

Bank account name and number

This is where funds will be deposited if your application is successful.

Name

Account number

[illegible]

2 Project details

Project name

For example, South Taranaki children's ceramic workshops.

Brief description

For example, six ceramic workshops during the school holidays for children aged 8–12.

Does your project have an arts or creative cultural focus?

☐ Yes☐ No

Will your project take place within the city or district where the application is made?

☐ Yes☐ No

If the answer is no to either of these questions your project is likely to be ineligible. Please contact your CCS administrator.

Funding criteria

Which of the scheme's three funding criteria are you applying under. Please select one. If your project meets more than one criteria, choose the one that is the project's main focus.

▲ You can find examples of each criteria in the CCS Application Guide page 10

- ☐ **Participation:** Create opportunities for local communities to engage with, and participate in local arts activities.
- ☐ **Diversity:** Support the diverse arts and creative cultural traditions of local communities.
- ☐ **Young people:** Enable young people (under 18 years) to engage with, and participate in the arts.

If you do not know which of the three fits your project, contact your CCS administrator.

3 The idea/He aha te kaupapa

▲ See the CCS Application Guide on page 2

What do you want to do?

4 The benefit/He aha ngā hua

▲ See CCS Application Guide page 3

How will your project benefit your community?

5 The process/Pehea te whakatutuki

▲ See CCS Application Guide page 3

Where, when and how will the project happen?

Venue/location:

Project start and finish dates:

Details of how the project will happen:

6 The people/Ko wai ngā tāngata

▲ See CCS Application Guide page 5

Tell us about the key people and/or community involved

Estimated number of active participants

Estimated number of attendees

7 The budget/He pūtea

How much will it cost?

Are you GST registered? ☐ Yes ☐ No

GST number | |

If you are GST registered, do not include GST in these amounts.

If you are *not* GST registered, please provide the amounts including GST.

☐ This budget includes GST ☐ This budget does not include GST

Project costs

Write down *all* the costs of your project and include the details.

For example materials, venue hire, promotion, equipment hire, artist fees and personnel costs.

▲ See CCS Application Guide page 6

Item	Detail	Amount
<i>e.g. Hall hire</i>	<i>e.g. 3 days hire at \$100.00 per day</i>	<i>e.g. \$300.00</i>
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
A: Total cost		\$

Project income

Write down *all* the income you will get for your project from ticket sales, sale of artwork, other grants, donations, your own funds, other fundraising. Do not include the amount you will be requesting from CCS.

Item	Detail	Amount
<i>e.g. Ticket sales</i>	<i>e.g. 250 tickets at \$15.00 per ticket</i>	<i>e.g. \$3,750.00</i>
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
B: Total income		\$

Calculate your requests from CCS using this table.

A: Total cost of project	\$
B: Less total income	\$
C: Difference	\$
D: Amount requested from CCS	\$

Financial background

Tell us about any other funding you have applied for or received for this project (including funds from Creative New Zealand's other funding programmes).

Date applied	Source of funding	Type of funding e.g. grant	Date of result	Amount
				\$
				\$
				\$
				\$
				\$

Tell us about other grants you have received through CCS in the past three years.

Date	Project title	Have you submitted a project completion report for this project?	Amount
			\$
			\$
			\$
			\$
			\$

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.

If your group or organisation has reserves which are not being used for this project you should include your reserves statement or policy.

8 Artform, activity and cultural tradition

Which of the following artforms best describes your project?

Please select one. If your project combines more than one artform select combined arts.

▲ *See CCS Application Guide page 6 for definitions of each artform*

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Combined arts | <input type="checkbox"/> Māori arts |
| <input type="checkbox"/> Craft/Object art | <input type="checkbox"/> Music |
| <input type="checkbox"/> Dance | <input type="checkbox"/> Pacific arts |
| <input type="checkbox"/> Film | <input type="checkbox"/> Theatre |
| <input type="checkbox"/> Literature | <input type="checkbox"/> Visual arts |

Which of the following activities best describes your project?

Please select one.

▲ *See CCS Application Guide page 8 for definitions*

- ☐ Creation only
- ☐ Creation and presentation
- ☐ Presentation only (performance or concert)
- ☐ Presentation only (exhibition)
- ☐ Workshop

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. Cultural tradition **does not relate** to your group's ethnic affiliations or geographical origins.

Select the cultural tradition that best relates to your project and give additional information if needed.

For example, a kapa haka performance would be categorised as Māori arts or a traditional Polish dancing workshop would be Cultural tradition: European, Detail: Polish.

Cultural tradition	Detail
<input type="checkbox"/> European	
<input type="checkbox"/> Māori arts	
<input type="checkbox"/> Pacific arts	
<input type="checkbox"/> Asian	
<input type="checkbox"/> Middle Eastern/Latin American/African	
<input type="checkbox"/> Other	

9 Declaration

I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programmes.

I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.

If this application is successful, I/we agree to:

- > complete the project as outlined in this application
- > complete the project within a year of the funding being approved
- > complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed
- > return any unspent funds

- > participate in any funding audit of my organisation or project conducted by the local council if required
- > contact the CCS administrator to let them know of any public event or presentation that is funded by the scheme
- > acknowledge CCS funding at event openings, presentations or performances
- > use the CCS logo in all publicity (e.g. poster, flyers, e-newsletters) for the project and follow the guidelines for use of the logo. Logo and guidelines can be downloaded from www.creativenz.govt.nz/logo.

I understand that the Rangitikei District Council

- > is bound by the Local Government Official Information and Meetings Act 1987
- > I/we 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/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material
- > I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information
- > this consent is given in accordance with the Privacy Act 1993.

Name

Signature

Name and signature of parent or guardian if applicant is under 16 years of age:

Name

Signature

Position in organisation if applicable

Date

How did you hear about this fund?

- | | |
|---|--|
| <input type="checkbox"/> Council website | <input type="checkbox"/> Radio |
| <input type="checkbox"/> Council mail out | <input type="checkbox"/> Social media |
| <input type="checkbox"/> Council staff member | <input type="checkbox"/> Word of mouth |
| <input type="checkbox"/> Creative New Zealand website | <input type="checkbox"/> Other (please give detail): |
| <input type="checkbox"/> Local Newspaper | |
| <input type="checkbox"/> Poster/flyer | |

10 Final check

Make sure you have

- ☐ Completed all the sections
- ☐ Checked that your budget balances
- ☐ Provided quotes and financial details
- ☐ Attached supporting documents

Submitting your application

Mail your application to:

Rangitikei District Council; Attn: Samantha Whitcombe
Private Bag 1102
Marton 4741

Courier or hand-deliver your application to:

Rangitikei District Council; Attn: Samantha Whitcombe
46 High Street
Marton 4710

Creative Communities Scheme (CCS) Application Guide

How to fill out the application form

This guide will help you complete the *Creative Communities Scheme (CCS) Application Form*. All parts of the application form need to be completed.

Our CCS brochure *Funding for Local Arts* tells you what we can and cannot fund. If you have not read this brochure read What CSS can fund on page 10 of this guide before you complete the form.

If you have more questions please contact your local CCS administrator.

1 Applicant details

Full name of applicant:

This is the name of the group, the organisation or person applying for funding. They will be responsible for the funding if the application is successful.

Contact person:

If you are applying as a group enter the name and contacts details of the person who is responsible for this application.

Address, phone and email:

Your local CCS administrator may need to contact you about your application and will let you know in writing if you have been successful or not.

Ethnicity:

Put an X in the box that best fits your group or you as a person. For example: if you are Samoan, mark the Pacific Island box with an X and then enter Samoan.

2 Project details

Insert your project name and a brief description of the project. Select the funding criteria that is the project's main focus. See page 10 of this guide.

3 The idea/He aha te kaupapa

Describe your project including:

- > what you want to achieve
- > who you will be working with
- > why the funding is needed.

Here is an example of a good project description:

The Otarere Hall Restoration Group want to work with local youth and local, professional, Māori and Pākehā artists to make art works which tell the stories of the Otarere community. The art works will be made by young people with advice from the professional artists.

The Otarere community is isolated. People meet at the school, Te Aroha marae and the pub. The Otarere Hall has been unused for many years but will re-open in December.

Otarere's population is getting smaller each year with families leaving the area. There is little out-of-school activity. This project will give the young people something to do and build their connection with the town and community hall.

The art works will combine traditional European and Māori arts including embroidery, tukutuku, oil painting, whakairo and kōwhaiwhai – symbolising the bi-cultural history of the area. The finished works will be hung in the hall once the restoration is completed in December.

Funding is needed to cover one quarter of the professional artist fees and some materials.

This example describes the overall idea, what the result of the project will be, some of the artistic goals and why the funds are needed.

4 The benefit/He aha ngā hua

Now you need to explain how this project will benefit your community.

Here is an example using the Otarere Hall project:

Young people will:

- > get to work with and learn from local artists
- > learn to express themselves through their art
- > have something constructive to do during the school holidays
- > learn the stories of the local community and their families and be able to pass these stories to other people. This will strengthen their understanding of who they are and where they come from.

The artists will have an opportunity to share their knowledge and to become known in the community. The project will also bring the community together for the opening of the hall.

If your project has happened before you may need to show how the project is growing and developing. For example:

- > Will the activity involve more people this time?
- > How will it encourage new people to take part?
- > What new things are happening?
- > Are there any new partners or groups involved in the project?

5 The process/Pehea te whakatutuki

Where will your project take place?

Name the venue and include the cost for hiring. If you have not confirmed a venue say where you hope your project will take place and a back-up if that venue is not available.

When will your project take place?

Keep in mind the dates your council has set for when projects must start and be completed. These are on the front of the application form. If part of your project has already started, be clear about what you are seeking funding for. For example, your project may be a rehearsal and performance, the rehearsals may have already started but you are seeking support for the cost of the performance. You cannot be supported for activity which has already started.

How will the project happen?

Explain the key stages of your project and how it will be carried out.

Here is an example using the Otarere Hall project:

Where: Otarere Hall, Otarere

When: July – December

How: The art work will be made from July to November and the final work installed in the hall in December. All workshops and making will take place at the hall in the dining area, which is free-of-charge.

Timeline:

- > July school holidays – the young people (supported by the local youth worker and artists) will have a two week workshop at the hall to research the stories of Otarere. This will include interviews, on-line research and sharing stories from their own families. From this they will choose who will work on each art work and what the art work will be about.
- > August/September – the young people will meet weekly with the artists to learn the different traditional art techniques.
- > October school holidays – the young people will work with the artists (and youth worker) to design and make the art work.
- > November – the artists and young people will complete the art works in the evenings and weekends as needed.
- > December – the works will be installed and followed by an opening.

6 The people/Ko wai ngā tāngata

Who are the key people involved in your project?

Include who will be helping you to make the project happen and who your audience or participants will be.

For the project leaders – briefly describe what their role will be and their relevant experience. You can include a brief biography or attach a small CV to the application.

Here is an example using the Otarere Hall project:

There will be at least 20 young people aged 12 to 18 who will be involved in the project. Ten young people have already committed to the project but we expect more to be involved as people hear about it. The project will be open to all high school age young people but they need to make a commitment to the whole project.

Four artists have been selected from the local community. They have experience of teaching and leading community projects. Please see the attached artist biographies and letters of support/commitment from these artists.

The young people will be supported by the local youth worker and parents. The youth worker will coordinate the project with support from the Otarere Hall Restoration Project (please see attached youth worker biography).

A couple of things to consider:

- > Have you made it clear in your application that the people involved have the skills and time to make the project happen?
- > If you are doing a project with another organisation or group is it clear in your application who is responsible for what?

Estimated number of active participants:

Write down the number you expect to participate in the project activity. For example, if you were running three workshops and expect 15 people to come to each workshop the number is 45.

Estimated number of attendees:

For example, a play by a local theatre group at a theatre with 100 seats might get an audience of 80.

If your funding application is successful you will need to give the actual number of participants and audience members in your project completion report.

7 The budget: He pūtea

See page 12 for what costs you can and cannot apply for.

Project costs:

Enter **all** the costs for your project. Provide detail so the assessors can understand how you have calculated your costs.

For example:

Artist fees: 60 hours @ \$40/hour x 4 artists = \$9,600

Materials: 2 x 10mm plywood sheets @ \$50 each = \$100

Venue hire: 3 days preparation time @ \$100/day and 6 days performance @ \$200/day = \$1,500

You should attach detailed quotes for important items. This will help the assessors understand your budget.

If you have costs that can't be covered by CCS (for example, catering) you should still include these costs in your budget. However you will need to have enough income from sources other than CCS to cover these costs.

Project income:

Enter all the income for your project. Be realistic about what income you can get.

If you include the value of a discount as part of your income you will need to show the full cost (before the discount) of the item in your project costs.

8 Artform, activity and cultural traditions

Definitions of artforms

Combined arts:

Includes activities and events that combine or feature two or more art forms. Examples are a project that combines music and visual arts or a festival that features performances and workshops in a range of different art forms.

Craft/Object art:

Includes traditional and contemporary practices, for example ceramics, glass, jewellery, pottery, lace-making, embroidery, rāranga, taniko, tapa making, textiles, tivaevae, typography, weaving, woodwork and metalwork.

Dance:

Includes forms of dance that clearly have an arts and cultural focus rather than aerobics or fitness. Examples include ballet, tap, jazz, tango, traditional highland dancing, hiphop, classical Indian dance, Pacific dance and Khmer dance.

Film:

Includes animation, dance film, documentary film, experimental film, feature film, short film, and moving-image art projects.

Literature:

Includes activities that relate to the creation, presentation and/or appreciation of all literary genres, for example, poetry readings, poetry slams, local storytelling, writers' and readers' events, creative writing workshops.

Māori arts:

Arts activities that can be regarded as strong expressions of Māori identity. They include the following types of arts practice, which can also form the focus of workshops, wānanga and festivals –

- > heritage te reo-based artforms, such as whaikōrero, haka, karanga and whakapapa recitation, waiata mōteatea, pao and kōrero paki
- > heritage material artforms, such as toi whakairo (carving), tukutuku (wall decoration), kōwhaiwhai (painted rafters), ngā mahi a te whare pora (weaving, textiles, basketry)
- > contemporary Māori arts activities that draw on traditional heritage artforms, fusing them with other elements and media to create innovative expressions of Māori cultural identity. Examples include theatre and contemporary dance productions, creative writing, songwriting, and photography.

Music:

Includes making music and performing music in all genres, such as traditional folk music, popular and rock music, instrumental, vocal, choral and orchestral music, and brass and pipe band music.

Pacific arts:

Arts activities that identify with the unique cultural perspectives of New Zealand's Pasifika communities, such as Samoan, Cook Island, Fijian, Tongan, Niuean, Tokelauan and Tuvaluan. Pacific arts activities can include the following types of arts practice, which can also form the focus of workshops, fono and festivals –

- > heritage language-based artforms that relate to specific cultural traditions, such as storytelling, chanting and oral history
- > heritage material artforms, such as woodcarving, weaving, tivaevae and tapa-making
- > contemporary Pacific arts activities that draw on traditional heritage artforms, fusing them with other elements and media to create innovative expressions of Pasifika cultural identities. Examples include theatre and contemporary dance productions, music, creative writing, songwriting and photography.

Theatre:

Includes pantomime, physical theatre, staged productions, clowning, traditional theatre, circus, puppetry, mask and other theatre forms.

Visual arts:

Can include drawing, painting, installation, kōwhaiwhai, photography, printmaking, sculpture, tā moko and typography.

Definitions of activity types

Creation only:

For projects which focus on making an artwork but not performing or exhibiting in public. For example, a community weaving group, focusing on weaving, dyeing, textile weaving and up-cycling. Funding wanted for materials and venue costs.

Creation and presentation:

For projects which include both the creating and performing or exhibiting to the public. For example local youth crafting and painting life-size figures of the World Cup Teams to exhibit at the gateway of their town.

Presentation only – for public exhibitions or performances:

For example exhibition of work by a local water colour group or presenting a touring theatre work.

Workshop:

Any form of training. For example a wānanga in rāranga or a programme of contemporary dance workshops.

9 Supporting material

It is useful to attach support material. It should be brief and may include:

- > examples of previous work undertaken by the individual or group, such as images, text or links to websites
- > letters of support and invitations – these should be from key people within your community who can speak about the benefits of the project or the skills of the people involved in the project, or confirm that an invitation has been issued.

Make sure you send **copies only** as they may not be returned.

Keep a copy of your original application. If you do receive a grant, your original application will be useful for filling out your completion report.

Other sources of funding:

If your project has regional or national impacts and/or is at the leading edge of a particular art form you may wish to consider applying to one of Creative New Zealand's other funding programmes. See www.creativenz.govt.nz/en/getting-funded for more information.

The Creative New Zealand website has a list of other funding options including crowd funding www.creativenz.govt.nz/en/getting-funded/other-sources-of-funding

Fundview is an online search engine where you can find funding opportunities and resources for communities. Contact your local library or council to see if they provide access to this service. www.fis.org.nz/products/fund-view/

The Ministry of Culture and Heritage also has a search engine for possible funders www.mch.govt.nz/funding-nz-culture/search-funding for other possible funders.

What CCS can fund

Can I get funding for my project?

To get funding through CCS your arts project **must do at least one** of the following:

Participation: Create opportunities for local communities to engage with, and participate in local arts activities. For example:

- > performances by community choirs, hip-hop groups, theatre companies or poets
- > workshops on printmaking, writing, dancing and other creative forms
- > exhibitions by local craft groups promoting weaving, pottery and carving
- > festivals featuring local artists
- > creation of a community film or a public artwork by a community
- > development of new tukutuku, whakairo or kōwhaiwhai for a local marae
- > artist residencies involving local artists or communities
- > seminars for local artist development.

Diversity: Support the diverse artistic cultural traditions of local communities. For example:

- > workshops, rehearsals, performances, festivals or exhibitions in Māori or Pasifika heritage or contemporary art forms
- > workshops, rehearsals, performances, festivals or exhibitions by local migrant communities
- > arts projects bringing together groups from a range of different communities
- > workshops, rehearsals, performances, festivals or exhibitions by groups with experience of disability or mental illness.

Young people: Enable young people (under 18 years) to engage with, and participate in the arts. For example:

- > a group of young people working with an artist to create a mural or street art
- > a group of young people creating a film about an issue that is important to them
- > printing a collection of writing by young people
- > music workshops for young people
- > an exhibition of visual art work by young people.

Your project must also:

- > take place within the city or district where the application is made
- > be completed within 12 months of funding being approved
- > benefit local communities
- > not have started or finished before CCS funding is approved
- > not have already been funded through Creative New Zealand's other arts funding programmes.

What types of projects can't get CCS funding?

- > Fundraising activities.
- > Developing galleries, marae, theatres or other venues or facilities (however new artworks as part of marae projects eg tukutuku, whakairo, whāriki and kōwhaiwhai are eligible. Marae facilities or restoration projects should be referred to the Lottery's Marae Heritage and Facilities Fund).
- > Local council projects.
- > Projects which are mainly focused around other areas e.g. health, education or the environment and that only have a very small arts component.
- > Arts projects in schools or other education institutions that are the core business of that institution or that are normally funded through curriculum or operating budgets.

Who can apply?

- > You must be an individual or group. Individuals must be New Zealand citizens or permanent residents.
- > If you have already received funding from CCS for a project, you must complete a report on that project before make another application, unless the project is still in progress.
- > If this project has already received funding from one of Creative New Zealand's other funding programmes you will not be able to also receive CCS funding for the same project.

What costs can I get support for?

- > Materials for arts activities or programmes.
- > Venue or equipment hire.
- > Personnel and administrative costs for short-term projects.
- > Promotion and publicity of arts activities.

What costs cannot be supported?

- > Ongoing administration or personnel costs that are *not* related to the specific project.
- > Costs for projects already started or completed.
- > Travel costs to attend performances or exhibitions in other areas.
- > Any food or refreshment costs.
- > Buying equipment, such as computers, cameras, musical instruments, costumes, lights or uniforms.
- > Entry fees for competitions, contests and exams.
- > Prize money, awards and judges' fees for competitions.
- > Royalties.
- > Buying artworks for collections.
- > Debt or interest on debt.

How much can I apply for?

There is no limit to how much you can apply for, but most CCS grants tend to be under \$2,000. Look at previously funded projects on your council website (or speak to your local CCS administrator) to get an idea of what sort of projects have been supported in the past and the average amount granted.

How often can I apply and how are decisions made?

Each area will run up to four funding rounds per year. Your application will go to an assessment committee of people from your area. They are appointed for their knowledge and experience of the arts and local communities.

Glossary

Arts:

All forms of creative and interpretative expression (from the Arts Council of New Zealand Toi Aotearoa Act 2014).

Artform:

One of various forms of arts practice.

Community:

A community may be based around a place, a cultural tradition, or commonly held interests or experiences.

Genre:

A category of artistic, musical or literary composition characterised by a particular style, form or content; a kind or type of work.

Heritage arts:

Artistic expressions and forms reflecting a particular cultural tradition or traditions that continue to be celebrated and practised by New Zealand artists and practitioners, and that are appreciated and supported by New Zealand communities.

Masterclasses:

Classes, workshops, seminars or other training offered by experienced and respected artists and practitioners (see also Wānanga).

Territorial authority:

A district or city council.

Wānanga:

A Māori term for a forum or workshop.

Funding for local arts

Get involved

COVER

Rashid Ansorali at Mixit
Refugee Youth Arts.
Photo by Wendy Preston.

This brochure tells you if your project is able to be funded through the Creative Communities Scheme (CCS) and how to make an application.

CCS helps to fund local arts projects. Each year Creative New Zealand provides CCS funding to city and district councils to distribute in their area.

RIGHT

Mixed ability circus workshop. Photo by Circability.



Can I get funding for my project?

To get funding through CCS your arts project must do at least one of the following:

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- > Performances by community choirs, hip-hop groups, theatre companies, musicians or poets
- > Workshops on printmaking, writing or dancing
- > Creation of new tukutuku, whakairo or kowhaiwhai for a local marae
- > Exhibitions by local craft groups promoting weaving, pottery and carving
- > Festivals featuring local artists

- > Creation of a community film or a public artwork by a community
- > Artist residencies involving local artists or communities
- > Seminars for local artist development

Diversity

Support the diverse artistic cultural traditions of local communities, for example:

- > Workshops, rehearsals, performances, festivals or exhibitions in Māori or Pasifika heritage or contemporary art forms
- > Workshops, rehearsals, performances, festivals or exhibitions by local migrant communities
- > Arts projects bringing together groups from a range of different communities
- > Workshops, rehearsals, performances, festivals or exhibitions by groups with experience of disability or mental illness

Young people

Enable young people (under 18 years) to engage with, and participate in the arts, for example:

- > A group of young people working with an artist to create a mural or street art
- > A group of young people creating a film about an issue that is important to them
- > Printing a collection of writing by young people
- > Music workshops for young people
- > An exhibition of visual art work by young people

Your project must also:

- > Take place within the city or district where the application is made
- > Be completed within 12 months of funding being approved
- > Benefit local communities
- > Not have started or finished before CCS funding is approved
- > Not have already been funded through Creative New Zealand's other arts funding programmes



More than 1,800 projects are supported through the scheme every year.

LEFT

Auckland Niutao community performing a Tuvalu fatele (dance) at the exhibition opening of Kolose: The Art of Tuvalu Crochet at Māngere Arts Centre – Ngā Tohu o Ueunuku. Photo by Sam Hartnett.

Who can apply

You can be an individual or a group. Individuals must be New Zealand citizens or permanent residents.

If you have already received CCS funding for a project, you must complete a report on that project before making another application, unless the project is still in progress.

What costs can I get funding for?

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What types of projects can't get CCS funding?

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- > Developing galleries, marae, theatres or other venues or facilities
- > Local council projects

- > Projects which are mainly focused around other areas e.g. health, education or the environment and that only have a very small arts component
- > Arts projects in schools or other education institutions that are the core business of that institution or that are normally funded through curriculum or operating budgets

What costs cannot be funded?

- > Ongoing administration or personnel costs that are not related to the specific project
- > Costs for projects already started or completed
- > Travel costs to attend performances or exhibitions in other areas
- > Food or refreshment costs
- > Buying equipment, such as computers, cameras, musical instruments, costumes, lights or uniforms

Continued over...

Next steps

Search 'Creative Communities Scheme' on your council website for:

- > An application form
- > An application guide
- > Closing dates

You can also call your local council and ask to speak to the Creative Communities Scheme administrator for advice on how to apply.

What costs cannot be supported? (continued)

- > Entry fees for competitions, contests and exams
- > Prize money, awards and judges' fees for competitions
- > Royalties
- > Buying artworks for collections
- > Debt or interest on debt



RIGHT

Mixit, an Auckland based community project that brings refugee, migrant and local youth together through creativity. Photo by Ella Becroft.

Appendix 2

Project report form



Creative Communities Scheme

If you do not complete and return this form you will not be eligible for future funding through the Creative Communities Scheme.

All recipients of funds from the Creative Communities Scheme must complete this form within two months after their project is completed.

Please return the completed form to –
Samantha Kett
Governance Administrator
Private Bag 1102
Marton 4741

RECEIVED

03 MAR 2015

To: SN
File: 3-GF-3-3
Doc: 15 0118

1. Project name:	Marton Country Music Festival Inc
2. Name of applicant:	Anne George
3. Location of project:	Wilson Park Marton
4. Date of project:	16-17-18 January 2015
5. Amount received from the Creative Communities Scheme:	\$ 2900

6. Please give details of how the money was spent. Your contribution to the project and the Creative Communities Scheme funding you received must be accounted for.

Hirage cost	\$ 15 706-25
Contribution	\$ 12806-25
CCS contribution	- \$ 2900-00
	\$

7. Please provide details about the project or activities that were supported by the Creative Communities Scheme. Explain what was successful, and what didn't work so well.

Overall the festival was a great success. CCS helped by helping towards the cost of hire equipment necessary for this festival. What didn't work so well? nothing really.

8. Give a brief description of the highlights of your project, including the number of participants.

Highlights ① Top country music singer and musician, Jason Bradley from South Africa - a real hit. ② Martons beautiful weather ③ The smiles on everyones faces. Number of participants approx 3000.

9. How did your project benefit your community?

It gave the community something else to focus on for a few days. Locals love to watch and welcome visitors to our town. A large portion of locals attended the festival and say they cant wait for the next one.

10. What, if any, are the next steps (for your project, for you and/or for the people involved)?

The next steps are to organise the 2016 festival. Steps are already underway towards it.

11. This report was completed by:

Name:

Anne George

Address:

482 Wellington Road
Manton 4710

Date:

2-03-2015

Phone:

06 327 7877 0210694148

Email:

annegeorge@orcon.net.nz

MARTON COUNTRY MUSIC FESTIVAL

TO CREATIVE COMMUNITY ORGANISATION

Dear Committee,

On behalf of the Marton Country Music Festival I would like to thank you for the contribution to the festival made by your committee.

The contribution helped the festival committee bring a lot of happiness to Marton by providing a well organized and safe weekend of easy listening music.

Many visitors from around the country came and a lot of friendships were made, while some old friendships were renewed.

This festival provides a highlight for Marton, and the locals look forward to it each year.

Thank you, for your support

Kind regards

Anne George

A George



THE FESTIVAL FOR ALL AGES AND ETHNICITIES



Project report form



Creative Communities Scheme

If you do not complete and return this form you will not be eligible for future funding through the Creative Communities Scheme.

All recipients of funds from the Creative Communities Scheme must complete this form within two months after their project is completed.

Please return the completed form to –
Samantha Kett
Governance Administrator
Private Bag 1102
Marton 4741

RECEIVED

16 DEC 2014

To: SN
File: 3-2F-3-3
Doc: 14 0996

14/15

1. Project name:	Travel costs for Pipe Tutor
2. Name of applicant:	Rangitikei Scots Pipe Band
3. Location of project:	Hunterville - Marton
4. Date of project:	1-7-14
5. Amount received from the Creative Communities Scheme:	\$500-00

6. Please give details of how the money was spent. Your contribution to the project and the Creative Communities Scheme funding you received must be accounted for.

To pay for travel costs of
Pipe Tutor

\$

\$250.00

\$

\$

7. Please provide details about the project or activities that were supported by the Creative Communities Scheme. Explain what was successful, and what didn't work so well.

A class of pupils at Rangitikei College was conducted to provide Bagpipe and drum tuition

8. Give a brief description of the highlights of your project, including the number of participants.

Two of the pupils gained points for there NCEA.

9. How did your project benefit your community?

Pupils will play in the Pipe Band which supports the community in several activities

10. What, if any, are the next steps (for your project, for you and/or for the people involved)?

The project has unfortunately had to be closed owing to circumstances beyond our control.

11. This report was completed by:

Name:

A.B. PIDWELL

Address:

306 WANGANUI ROAD
RD 2
MARTON

Date:

17-12-14

Phone:

3276391

Email:

I enclose a cheque for \$250.00 being unpaid portion of grant

A.B. Pidwell (TRES)

RECEIVED

Project report form

20 NOV 2014

To: SN
File: 3-GF-3-3
Doc: 14 0949



Creative Communities Scheme

If you do not complete and return this form you will not be eligible for future funding through the Creative Communities Scheme.

All recipients of funds from the Creative Communities Scheme must complete this form within two months after their project is completed.

Please return the completed form to –

Samantha Kett
Governance Administrator
Private Bag 1102
Marton 4741

1. Project name:	Theatre Sports Evenings
2. Name of applicant:	Taihape Drama Group
3. Location of project:	Majestic Theatre, Tui Street, Taihape
4. Date of project:	30/1/2014 ,27/2/2013 & 28/5/2014
5. Amount received from the Creative Communities Scheme:	\$480.00

6. Please give details of how the money was spent. Your contribution to the project and the Creative Communities Scheme (CCS) funding you received must be accounted for.

Tutor (CCS)	\$230.00
Tutor Travel (CCS) Fuel Voucher \$100.00 (receipt), + \$50 Koha (no receipt).	\$150.00
Venue Hire (CCS & TDG)	\$350.00
Advertising (one receipt not found)	\$65.00
Refreshments (TDG) No cost for members plates.	\$157.40
	(\$572.40)
	\$952.40

7. Please provide details about the project or activities that were supported by the Creative Communities Scheme. Explain what was successful, and what didn't work so well.

TPE Drama Group (TDG) invited Alan Dingley to tutor for three sessions initially that were to develop drama skills and participation. Too late for the Christmas 'Do' we kicked off the Drama year with a January wine and cheese **Introduction Theatre Sports** evening with 18 attendees from 7yrs to 65yrs of age, 7-9pm.

Another was scheduled for 27th Feb however only three people turned up which we put down to lack of advertising and no phone invitations. May 30th the group held another successful evening with eleven people on the same lines but were unable to set a date with Taihape Area School (TAS) over the whole year to sponsor Alan to go into the school as a preliminary for a further club night with TAS, so this did not eventuate. More advertising, across all fronts, would have made a positive difference. Cost of materials should have been included as large sheets of paper, coloured markers, a white board and A3 photocopying was required.

8. Give a brief description of the highlights of your project, including the number of participants.

The ongoing connections we have made with Centrepont Theatre and particularly Alan Dingley has been excellent. Shy persons within the group actively participated and got over a lot of their hesitancy with expert tutorage. Two senoir TAS students recently attended our AGM.

34 Participants

TAS, although not committing to actual dates, are still talking positively about engaging with our Drama Group.

9. How did your project benefit your community?

Skill development within the group has widened our talent pool and positive social club evenings with professional tutorage has raised the group profile and given the local people encouragement.
TAS interaction has remained positive and the pupils who looked to be involved are keen to participate when the red tape can be negotiated.

10. What, if any, are the next steps (for your project, for you and/or for the people involved)?

Alan Dingley will be invited back to kick start the new year, with TAS if possible.
TDG is scheduling a two act play to commence February 2015 and show in April.
A mid-winter Christmas evening is also being put together for June 2015.

11. This report was completed by:

Name: Gill Duncan, (Secretary Taihape Drama Group)

Address: 1531 Moawhango Valley Road
R.D.3 TAIHAPE 4793

Date: 19th November 2014

Phone: (06) 3881409

Email: gduncans@xtra.co.nz

INVOICES ATTACHED:

1. Alex Wongs – Refreshments
2. Majestic Theatre (Venue)
3. Centrepont Theatre
4. Fairfax Media

Alex Wong Ltd

Tax Invoice

Gst No 26 883 474

107 Hautapu Street

Taihape 4720

Ph (06) 388 0131

Fax (06) 3880433

Taihape4square@gmail.com

Taihape Drama Club

Invoice No 21800

Invoice Date 8-Nov-14

Date	Quant	Product			Nett
30-Jan-14		biscuits	4.10	10%	3.69
30-Jan-14		wine	43.96	10%	39.56
30-Jan-14		grapes cheese craci	39.93	10%	35.94
27-Feb-14		wine	49.46	10%	44.51
27-Feb-14		refreshments			33.70

Direct Credits Can Be Made to
01-0763-0019252-00

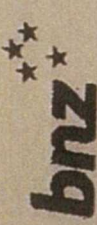
Total Including Gst

\$157.40

TAX INVOICE/STATEMENT					TAX INVOICE/STATEMENT				
Date 28/5/14					Date 30/1/14				
To: Taihape Drama Group					To: Taihape Drama Group				
From: Majestic Theatre					From: Taihape Heritage Trust				
GST Reg. No.					GST Reg. No.				
Ref. O/N					Ref. O/N				

Qty	Unit	Description	Unit Price	\$	c
		Private Hire		150	-
		meeting (March/April)		50	-

Qty	Unit	Description	Unit Price	\$	c
1	X	Room Hire of Majestic Theatre		150	-



RECEIPT

Date 28/5/14 832271

Received from Taihape Drama Group

The sum of one hundred dollars

_____ cents

With thanks

[Signature]

COLLINS 34/50 DL

Eftpos : _____

Cheque 100 : 00

Cash : _____

Total 100 : 00

TAIHAPE

0760

27 Mar 14 16:01

Customer Session ID: 104283985

Workstation ID: W0760X02

User ID: P720682

Transaction Type: Deposit

Transaction ID: 1408600033103

Reference: 0883

Cheque Amount \$230.00

Total Amount \$230.00

02-0727-0199268-000 \$230.00CR

Account Name: PN THEATRE REST

Be better off with TotalMoney. Full details, TotalMoney terms and conditions and a current disclosure statement are available from any store.



RECEIPT

Date 28/5/14 584234

Received from Tairape Drama Group
The sum of two hundred dollars
456 cents

With thanks

[Signature]
Maestheatre
COLLINS 45 DL

Cheque 200

Cash

Total 200

RECEIPT

Date 30/1/14 584228

Received from Tairape Drama Group
The sum of One hundred & Fifty dollars
cent

With thanks

[Signature]
Tairape Heritage Trust
Maestheatre
COLLINS 45 DL

Cheque 150

Cash

Total 150

TAIHAPE DRAMA GROUP
No Letter Box 298
Taihape

Statement

Account Enquiries: 0800 324 005
accounts@fairfaxmedia.co.nz

Account Number: 1000388827
Statement Date: 31 May 2014
Due Date: 20 June 2014

Outstanding balance by period

February 2014 & Prior	\$0.00
March 2014	\$0.00
April 2014	\$0.00
May 2014	\$36.10
Total Due	\$36.10
Total Overdue	\$0.00

Transactions this period

Purchases	\$36.10
Adjustments	\$0.00
Total Current Charges	\$36.10
Prior Period Adjustments	\$0.00
Payments Received	\$0.00

TAX INVOICE

Taihape Drama Group
Attention: Gill Duncan

centrepoinT

Invoice Date
26 Mar 2014

Invoice Number
INV-0883

Reference
Tutor Fees: Improv
Class

GST Number
21-617-741

Palmerston North
Theatre Trust T/A
CentrepoinT Theatre
P.O. Box 716
Palmerston North 4410

Description	Quantity	Unit Price	Amount NZD
Professional Fees: Alan Dingley Improvisation Class February 26 2014	3.00	52.17	156.52
Production Costs: Travel Allowance	1.00	43.48	43.48
		Subtotal	200.00
		TOTAL GST 15%	30.00
		TOTAL NZD	230.00

EMAIL RECORDS:

🎭 THEATRE SPORTS EVENING 🎭

with the wonderful Alan Dingley from
Centrepont Theatre

Thursday 30th Jan 2014

7pm

at the Majestic Theatre

Come and join in the fun or just watch...

Please invite any year 12 & 13 students to come as they are most welcome!

Wine & Cheese, Supper

A wonderful way to start the year with Taihape Drama Group

RSVP to Gill appreciated: gduncans@xtra.co.nz

Hope to see you there

Cheers? *Bridget* 😊

From: Bridget King

To: Ainsley Munro ; Alex Gorringe ; Alice Procter ; Angus Gordon ; Ariana Hansen ; Barb Wallis ; Brian Sage ; Charles Sage ; Charlotte Gordon ; Christopher Rapley ; Cyn & Fred Hammer ; Deniece Walters ; Dennis Auld ; Elizabeth Mortland ; Emma O'Connell ; Gen Nicholls ; Georgina Duncan ; Gill Duncan ; helen@backrub.co.nz ; Hugo ; Irene ; Jasmine Ruru ; Jeff Wong ; Jen Whale ; Julia Procter ; Kathy Bodley ; Kieran Devan ; Lisa Vasil ; Liza Vasil ; Lynda & Barry McKnight ; Mike Abraham ; Morgan Whatarau ; Paula Signal ; Peter Batley ; Piccadilly&Co.Taihape ; Richard (Charles) Sage ; Rob Collier ; Robyn Batley ; Sarah Thomsen ; Sarah Transom ; Shad Beatty-Simi ; Susannah Revell ; taihapelib ; Tim McCartin ; Toby Schweikert ; Tracey Hiroa ; Viv & John ; Ange Corbett ; Bronwyn Robb ; Carla Tritt ; Don & Rochelle Macbeth ; Emma & Dougal Smith ; Lou Wright ; Margo Lourie & Richard Gorringe ; Mary Strange ; Rosie Roe ; Taihape Area School ; Taihape Community Development Trust

Sent: Monday, February 24, 2014 6:49 PM

Subject: Theatre Sports Night

Hi All,

Our next Theatre Sports night is booked in with Alan for this
Thursday, 27th Feb.
7pm at the Majestic Theatre, Taihape.

Would love to see you all there.
Spread the word - everyone welcome <~WRD000.jpg>
Open to TAS students years 12 & 13 only

☺ Cheers <image001.jpg> *Bridget* <image001.jpg>
pg>

525 Te Kapua Road, RD7, Mangaweka 4797, New Zealand

From: gduncans [<mailto:gduncans@xtra.co.nz>]

Sent: Wednesday, 7 May 2014 3:38 p.m.

To: majestictaihape@gmail.com; Ainsley & Stu Munro; Ariana Hansen; Hara Gordon; Irene Loder; Jasmine Ruru; Jeff Wong; morganwhatarau@ymail.com; Sarah Thomsen; Sparrow; Alan Dingley

Subject: Theatre Sports 28th May 7.30pm

Hi Everyone,

I have just spoken to Alan and confirmed that the next Theatre Sports with be:

7.30 pm, Wednesday 28th May at the Majestic Theatre -
unless we hear from Simone to the contrary.

Please can everyone be pro-active in word-of-mouth and phoning to promote this evening.

Once I have confirmed with Simone conclusively I will send out an email and put in an add.

Alan will request an account be sent to us from Centre Point for the rest of the sessions (3) Although he has said that he is happy to do the TAS session but would accept an informal koha of petrol vouchers.

Best wishes, Gill

(06) 3881409

RECEIVED

23 MAR 2015

To: S.W
File: 3-CF-3-2
Doc: 15 0154

Project report form



creative
COMMUNITIES *nz*

Creative Communities Scheme

If you do not complete and return this form you will not be eligible for future funding through the Creative Communities Scheme.

All recipients of funds from the Creative Communities Scheme must complete this form within two months after their project is completed.

Please return the completed form to –

Samantha Kett
Governance Administrator
Private Bag 1102
Marton 4741

1. Project name:

151ST TURAKINA HIGHLAND GAMES.

2. Name of applicant:

TURAKINA CALEDONIAN SOCIETY INC.

3. Location of project:

TURAKINA DRAIN, TURAKINA.

4. Date of project:

31ST JANUARY 2015

5. Amount received from the Creative
Communities Scheme:

\$
2900.00.

10. What, if any, are the next steps (for your project, for you and/or for the people involved)?

TO CONTINUE TO REFINE AND GROW OUR EVENT WHILE WORKING WITH THE COMMUNITY TO DRAW IN MORE GROUPS AND INDIVIDUALS.
NEXT YEAR WE ARE LOOKING AT SHOWCASING OTHER ASPECTS OF SCOTTISH AND CELTIC ARTS AND CRAFTS, INCLUDING SPINNING AND WEAVING.

11. This report was completed by:

Name:

DEBBIE BENSON

Address:

33 FRANKLIN RD
TURAKINA
RD 11
HANGAHOI

Date:

17 MARCH 2015

Phone:

06-3273737

027 2737038

Email:

deb.durry@extra.co.nz

Income & Expenditure for 2015 Highland Games

This is an indication of how the financial side of the games went this year. It is by no means a final result for the Society's 2015 finances. I have also excluded any transactions that were not directly required for the running of the games

Income:

Grants: Creative Communities	\$2900.00
RDC Community Initiatives	\$2375.00
COGS	\$3159.00
JBS Dudding	\$2000.00
Lotteries Foundation	\$2000.00
Lion Foundation	\$1500.00
Total:	\$13934.00

Entry Fees	\$ 3983.50
Gate takings	\$ 9327.00
Camping	\$ 315.00
Stalls	\$ 1295.00
Donations & Sponsorship	\$ 326.00
Catering Income	\$ 1484.00
Raffle	\$ 295.00
Misc. income	\$ 540.00
Total:	\$ 17565.50

TOTAL INCOME

\$31499.50

Expenses:

Stationary	\$ 239.75
Printing	\$ 788.84
Judges costs	\$3675.40
Prizes	\$3693.45
Lions (Marton)	\$ 400.00
Advertising	\$2693.62
Power	\$ 188.22
St John	\$1093.94
Rubbish Bins	\$ 495.00
Port-a-loos	\$2248.25
PA System	\$ 225.00

Catering Costs	\$2353.97
Event Management Assistant	\$2000.00
Dancing Costs (Pipers & Thistle Caledonian)	\$ 240.00
Turakina School	\$ 150.00
Postage	\$ 178.00
Ceilidh & Daytime Entertainers	\$1700.00
Misc.	\$2005.50
Portable Cabins	\$ 100.00
Marquee & table, chairs hire	\$5810.88
Marquee Insurance	\$ 466.96
Scholarships	\$ 300.00
Replacement Trophy	\$ 207.00

Total:	<u>\$31253.78</u>
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2015 INCOME LESS EXPENSES = \$245.72 profit

Appendix 3

Creative New Zealand: Creative Communities Scheme

Summary Report Form for May 2015

Funds Available: \$12,500.00

Total of Funds Requested: \$15,813.63

Name of Applicant	Ethnicity of Applicant [note 1]	Purpose of Grant	Funding Criterion [note 2]	Artform Code [note 3]	Activity type [note 4]	Cultural tradition [note 5]	Total Cost of Project \$	Amount Raised \$	Amount Requested \$
Anne Gorge – Marton Country Music Festival.	NZE	Towards the costs associated with holding the Marton Country Music Festival.	C1	MU	PPR	E	\$51,400.92	\$47,000.00	\$3,000.00
Birds on Signs Project.	NZE / M	Costs associated with exhibiting the Birds on Signs Project and the auctioning of these artworks.	C1, C2, C3	CA	PEX	O	\$1,803.33	\$0.00	\$1,803.33
Bulls and District Community Trust – Wear-A-Bull Arts.	NZE / M	Costs associated with holding the Wear-A-Bull Arts event.	C1, C2, C3	CA	CP	E / M	\$2,085.30	\$4,080.00	\$2,085.30

Note 1: Ethnicity of Applicant

NZE New Zealand/European
M Maori
PI Pacific Islander
A Asian
MELAA Middle Eastern/Latin American/African
O Other

Note 2: Funding Criterion

C1 Participation
C2 Diversity
C3 Young people

Note 3: Artform code

CA Combined Arts
CR Craft/object art
DA Dance
FL Film
LT Literature
MA Maori Arts
MU Music
PA Pacific Arts
TH Theatre
VA Visual arts

Note 4: Activity type

CO Creation only
CP Creation & presentation
PPR Presentation only (Performance)
PEX Presentation only (Exhibition)
WRK Workshop

Note 5: Cultural tradition

E European
M Maori Arts
PI Pacific Arts
A Asian
MELAA Middle Eastern/Latin American/African
O Other

Name of Applicant	Ethnicity of Applicant [note 1]	Purpose of Grant	Funding Criterion [note 2]	Artform Code [note 3]	Activity type [note 4]	Cultural tradition [note 5]	Total Cost of Project \$	Amount Raised \$	Amount Requested \$
Highland Dancing Association of Manawatu/Rangitikei/Wanganui.	NZE	Costs associated with holding the biannual 'Rangitikei & Districts Open Championship' Highland Dancing competition.	C2	DA	PPR	O	\$16,819.25	\$8,100.00	\$1,500.00
Marton and District Pipe Band.	NZE	Cost of tutoring lessons for learners and current members of the Pipe Band.	C1	MU	PPR	E	\$1,200.00	\$0.00	\$1,200.00
Rangitikei Country Quilters.	NZE	Costs associated with holding the biennial Quilt Show.	C2	CR	PEX	E	\$3,300.00	\$4,500.00	\$800.00
Turakina Caledonian Society – 152 nd Turakina Highland Games.	O	Costs associated with holding the 152 nd Turakina Highland Games.	C2	CA	PPR	E	\$31,425.00	\$26,000.00	\$5,425.00

Note 1: Ethnicity of Applicant

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