

Agenda for a meeting of the Creative Communities Scheme Assessment Committee to be held in the Committee Room 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **THURSDAY, 22 SEPTEMBER 2022** commencing at **9.30am**.

## **1. APOLOGIES AND LEAVE OF ABSENCE**

## **2. CONFIRMATION OF STATUS OF AGENDA**

## **3. DISCLOSURES OF INTEREST**

## **4. CONFIRMATION OF MINUTES**

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GJ Ion  
**CHIEF EXECUTIVE**

## Creative Communities Scheme Assessment Committee

### TERMS OF REFERENCE AND DELEGATION

<b>Reports to:</b>	Creative New Zealand and the Council's Discretionary & Funding Committee
<b>Chairperson:</b>	Cr S Henderson
<b>Deputy Chairperson:</b>	Ms Amomai Pihama
<b>Membership:</b>	Two elected members (Councillors McGuire and Henderson) Two iwi representatives (Ms Miriama (Tilly) Turner; Ms Amomai Pihama) One Arts Council representative (Heather Cunningham) Four community representatives (Claire Du Bosky; Judi Muru; Mark Vincent; Annette Taylor)
<b>Meeting frequency:</b>	As and when required, at least twice yearly
<b>Quorum:</b>	A majority of members (including vacancies)

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#### **Purpose and Terms of Reference:**

1. To administer the Creative New Zealand Creative Communities Scheme in partnership with Creative New Zealand.
2. To consider applications and allocate funding in accordance with the Creative New Zealand Creative Communities Scheme Guidelines.
3. The Committee's Chairperson will provide an update report to the Council's Discretionary & Funding Committee after each Creative Communities Scheme Assessment Committee meeting.

#### **The Committee is delegated the following powers to act:**

- Approval of funding applications to the Creative New Zealand Creative Communities Scheme.
- Appoint community representatives to the Committee.

#### **Explanatory Note:**

- Appointments to the Committee are made as follows:
  - a. Immediately following each local authority triennial election, the Council will appoint two elected members. The Creative Communities Scheme Guidelines states that the limitation on the terms served by Committee members does not apply to Council's appointed elected members.
  - b. The iwi representatives shall continue on the Committee following the local authority triennial elections, provided they serve no long than two consecutive terms. New iwi representatives are appointed by Waikato Tainui.
  - c. The Arts Council representative shall continue on the Committee following the local authority triennial elections. The Creative Communities Scheme Guidelines states that the limitation on the terms served by Committee members does not apply to the Art Council's appointed members. New Arts Council representatives are appointed by Raglan Community Arts Council.

- d. Community representatives shall continue on the Committee following the local authority triennial elections, provided they serve no long than two consecutive terms. New community representatives are appointed by the Committee.
- External appointees to the committee will be entitled to remuneration for attendance at meetings in accordance with the terms agreed between the Council and Creative New Zealand.

<b>To</b>	<b>Creative Communities Scheme Committee</b>
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<b>Report title</b>	<b>Confirmation of Minutes</b>
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Date:	Thursday, 22 September 2022
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Report Author:	Rosa Leahy, Democracy Advisor
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Authorised by:	Gaylene Kanawa, Democracy Manager
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## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To confirm the minutes for a meeting of the Creative Communities Scheme Committee held on Thursday, 28 April 2022.

## **2. Staff recommendations**

### **Tuutohu-aa-kaimahi**

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**THAT the minutes for a meeting of the Creative Communities Scheme Committee held on Thursday, 28 April 2022 be confirmed as a true and correct record.**

## **3. Attachments**

### **Ngaa taapirihanga**

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Attachment 1 – CCS Minutes – 28 April 2022

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**MINUTES** for a meeting of the Creative Communities Assessment Scheme Committee held via Audio Visual Conference on **THURSDAY, 28 APRIL 2022** commencing at **9.34am.**

**Present:**

Cr S Henderson (Chairperson)  
 Ms C du Bosky  
 Cr R McGuire  
 Ms J Muru (*from 9:50am*)  
 Ms H Cunningham

**Attending:**

Ms B Buxton  
 Mr V Venimore  
 Mr Y Janson (Touch Whaingaroa)  
 Ms E Slater (Touch Whaingaroa)  
 Ms E Sandford-May (Whaingaroa Community Soundsystem)  
 Ms D Wakeling (Art-In-Nature Arboretum Trust)  
 Ms R Hare (Raglan Theatre Academy)  
 Ms L Hughes (Toi Ako Artspace)  
 Ms E Shead (Friendship House Community Charitable Trust)  
 Ms J Anderson (Raglan Community Arts Council)

Mrs L van den Bemd (Community Led Development Advisor)  
 Mr M Horsfield (Democracy Advisor)

**APOLOGIES AND LEAVE OF ABSENCE**

It was noted that Ms Annette Taylor had resigned from the committee due to health reasons.

**Resolved: (Ms du Bosky/Cr Henderson)**

**THAT:**

- a. the apology from Ms Pihama for non-attendance be received; and
- b. the apology from Ms Muru for lateness be received.

**CARRIED**

**CCS2204/01**

## **CONFIRMATION OF STATUS OF AGENDA**

**Resolved: (Ms du Bosky/Cr McGuire)**

**THAT the agenda for a meeting of the Creative Communities Assessment Scheme Committee held on Thursday, 28 April 2022 be confirmed and all items therein be considered in open meeting;**

**AND THAT all reports be received.**

**CARRIED**

**CCS2204/02**

## **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

## **CONFIRMATION OF MINUTES**

**Resolved: (Ms du Bosky/Cr Henderson)**

**THAT the minutes of the meeting of the Creative Communities Assessment Scheme Committee held on Thursday, 7 October 2021 be confirmed as a true and correct record.**

**CARRIED**

**CCS2204/03**

## **REPORTS**

Update on Creative Communities Scheme Assessments  
Agenda Item 5.1

The report was received [*CCS2204/02 refers*] and the Committee discussed the following matters:

- There were a total of twenty (20) applications.
- The report provides a background to the Creative Communities Scheme and purpose, as well as the funds available for distribution.

**ACTION:** Letters to successful applicants will note that the Committee will only fund tutor fees up to only \$30 per hour.

**Resolved: (Ms du Bosky/Ms Muru)**

**THAT the Creative Communities Scheme Assessment Committee prioritise funding for the applications in the agenda, in accordance with the Creative Communities Scheme Assessors Guide (as attached to the staff report).**

**CARRIED**

**CCS2204/04**

## **CREATIVE COMMUNITIES SCHEME ASSESSMENTS**

### **Application for Funding – Rezspect Dance Academy – Rezspect Dance Academy NZ Tour** Agenda Item 6.1

The report was received [*CCS2204/02 refers*] and the following points were noted:

- The applicant did not attend the committee meeting. The committee recommended that the application be deferred until the next meeting so more information could be provided.
- It was important that local input be included in the application.

### **Application for Funding – Beth Buxton – Kids Creative Circle** Agenda Item 6.2

The report was received [*CCS2204/02 refers*] and Ms Buxton provided a verbal presentation and answered questions from the committee. The following points were noted:

- The application states that local artists were supporting the creative circle but it was unclear who the local artists were and how they were contributing? There would be local textile and ceramic artists supporting the creative circle. These artists would run the creative workshop.
- The workshop will take place for two days during the school holidays and then continue once a week during the school term for a total of ten (10) weeks. After school workshops will last for two (2) hours.

### **Application for Funding – Teresa Michels – Mmm – Music, Mentoring and Marketing** Agenda Item 6.3

The report was received [*CCS2204/02 refers*] and the following points were noted:

- The applicant did not attend the committee meeting. The committee recommended that the application be deferred until the next meeting so more information could be provided.

Application for Funding – Valentino Venimore – Art and Music Education  
 Agenda Item 6.4

The report was received [CCS2204/02 refers] and Mr Venimore provided a verbal presentation and answered questions from the committee. The following points were noted:

- The music course runs for one (1) hour over eleven (11) weeks. The art course runs for nine (9) weeks.
- There was a website outlining the arts and music education programme with more information regarding the course.
- The Art and Ukelele Course would be run in Ngaruawahia with the aim of expanding into Huntly.
- Would there be a performance from the ukulele class after the course was completed? The graduates from the course would perform at a community dinner.

Application for Funding – Yaniv Janson – Touch Whaingaroa  
 Agenda Item 6.5

The report was received [CCS2204/02 refers] and Mr Janson and Ms Slater provided a verbal presentation and answered questions from the committee. The following points were noted:

- Concern that no charge was required for participation. Ms Slater noted that participants can purchase a workbook that assists in understanding the exhibition. It was noted that a Koha will be considered.
- Mr Janson will use his own funds to print the workbooks. Participants can attend the exhibition without purchasing the workbook, however the workbook was important to gain a full understanding.
- The project aims to engage all of participants senses.
- The project had been showcased at the United Nations in Paris and he had received support from the Ministry of Arts & Heritage.



Application for Funding – Whaingaroa Community Soundsystem – The Raglan Lyricist Lounge Sessions  
 Agenda Item 6.6

The report was received [CCS2204/02 refers] and Ms Sandford-May provided a verbal presentation and answered questions from the committee. The following points were noted:

- The Committee asked why the youth fee was \$10 per session, but adults were paying \$5? The youth fee was for two sessions and Ms Sandford-May was looking to increase the number of sessions to four.
- Ms Sandford-May was wanting to make the programme more affordable with more one on one tutoring. The lounge sessions would comprise of three groups of five.

Application for Funding – Art in Nature Arboretum Trust – Stories in the Landscape 2022-23  
 Agenda Item 6.7

The report was received [CCS2204/02 refers] and Ms Wakeling provided a verbal presentation and answered questions from the committee. The following points were noted:

- Ms Wakeling noted she was grateful for the committee's support last year.
- COVID had a significant impact on the exhibition last year.
- The Committee asked what role the additional personnel would have at the exhibition? They would welcome visitors at the entrance and provide guidance for the park. They would also ensure that the reusable guides would be returned and cleaned.
- The exhibition runs for three months. The Trust was considering extending the run time to four months.
- The committee noted that the applicant should seek other funding opportunities..

Application for Funding – Raglan Theatre Academy – Community Youth Production  
 Agenda Item 6.8

The report was received [CCS2204/02 refers] and Ms Hare provided a verbal presentation and answered questions from the committee. The following points were noted:

- The Raglan Theatre Academy was looking to hold an end of year production. Last year the performance was cancelled due to COVID. The production would include a group of 80 students, with community volunteers for stage sets and costumes.
- The story for the production would be worked through with the youth participating.
- Could participants contribute their costumes? It had not been considered thus far as many different costumes would be required.
- Costumes would be re-used and recycled to minimise waste.
- The production would consist of new and past participants.
- There would be three (3) or four (4) shows over a weekend.

Application for Funding – Whaingaroa Environmental Centre Society – WEC Tool Library Holiday Club  
 Agenda Item 6.9

The report was received [CCS2204/02 refers]. No presentation was received.

Application for Funding – Te Kauwhata Community House (Toi Ako Artspace) – Matariki Community Carving Festival  
 Agenda Item 6.10

The report was received [CCS2204/02 refers] and Ms Hughes provided a verbal presentation and answered questions from the committee. The following points were noted:

- The festival would run during June-July 2022 and incorporated the programme from Toi Ako. There would be guest artists focusing on pounamu, stone and bone carvings.
- Previous workshops had been out of reach to many people due to cost, but shorter workshops would make it more affordable.
- Ms Hughes was looking to see if farmers could show the carvings on their properties.
- The committee asked how did the applicant encourage children to attend adult workshops? It would be a pilot, as there had been strong interest from students during the school term.

- The committee asked if there was any follow up with people who had a specific interest? Attendees were kept in a database so they could be made aware of future events and workshops.

Application for Funding – Friendship House Huntly Community Charitable Trust – Creative Huntly Phase 2

Agenda Item 6.11

The report was received [CCS2204/02 refers] and Ms Shead provided a verbal presentation and answered questions from the committee. The following points were noted:

- The coordinator was skilled in music and graphic design, and was available for evening and weekend classes. She would help deliver and develop the arts in Huntly further with making classes more available and flexible.
- Registration would be for each class, not for a whole term. This will allow participants to pick and chose their classes depending on their interests.
- The classes would be advertised in the local paper, on the Huntly Facebook Community Group, at the local kindergarden, school newsletters and in the local laundromat and op shops. Friendship House also had a mailing list as well as the courses being promoted by word of mouth.

Application for Funding – Te Whare Toi o Ngaruawaahia Twin Rivers Community Art Centre

Agenda Item 6.12-6.15

The report was received [CCS2204/02 refers]. No presentation was received.

Application for Funding – Raglan Community Arts Council – Raglan Film Festival

Agenda Item 6.16

The report was received [CCS2204/02 refers] and Ms Anderson provided a verbal presentation and answered questions from the committee. The following points were noted:

- The 2020 festival was cancelled due to COVID, with 2021 festival modified to be as it was unable to be held in person due to the COVID alert levels. There were eleven (11) winners in 2021 with a movie created to showcase the winning participants.
- The volunteer team were confident the festival could take place this year at the Raglan Town Hall.
- The Committee asked how important was the three course meal for the night? Ticket sales were used to fund the meal, and the kindergarden uses the event to fundraise. Tickets were approximately \$40.

- Had information regarding the event been sent to potential entrants? Yes. An entry form and criteria guidelines had been created.
- Total overall cost of the project was \$17-18,000, and would be run by volunteers.
- Volunteers from the festival visit schools and engage with teachers to support students to create an entry for the festival.

Application for Funding – Raglan Community Arts Council – Live and Local Community Programme

Agenda Item 6.17

The report was received [CCS2204/02 refers] and Ms Anderson provided a verbal presentation and answered questions from the committee. The following points were noted:

- The programme included a series of musical events. Raglan Community Arts Council had received a grant from the Ministry of Social Development (MSD) to reinvigorate the arts in the community.
- The coordinator for the event was an experienced musician.
- Funding from MSD ended in March 2022. The funding was used to engage the community to make the programme sustainable. The programme had been successful and consistently sells out, however COVID capacity restrictions have had an impact.
- All music performances had moved to the Arts Council new facility.
- Seating capacity was currently 50 attendees.
- The level of koha were generous from attendees.
- Poets and storytellers were also involved in the events.
- Performers can provide more depth to their music during the performance programme, unlike in a pub or a bar.

Application for Funding – Raglan Community Arts Council – Matariki 2022

Agenda Item 6.18

The report was received [CCS2204/02 refers] and Ms Anderson provided a verbal presentation and answered questions from the committee. The following points were noted:

- Raglan Naturally had been involved with the Arts Council to engage the community and help coordinate the event. It was important that there was not a clash of events.
- Proposed events during Matariki included a solstice music event, a market, an astronomy talk and art workshops.
- The Arts Council was looking to coordinate with the kindergarden to fundraising, with the kindergarden doing a hangi.

Application for Funding – Raglan Community Arts Council – After School Young Artist Workshops Term 3 & 4 2022

Agenda Item 6.19

The report was received [CCS2204/02 refers] and Ms Anderson provided a verbal presentation and answered questions from the committee. The following points were noted:

- Each term of the programme had a theme. Term three (3) would focus on bees and their role in our environment. Term four (4) would focus on Christmas within a New Zealand context. There were two new tutors who were excited to conduct the workshops.

Application for Funding – Raglan Community Arts Council – Creative Raglan Strategic Planning Workshop

Agenda Item 6.20

The report was received [CCS2204/02 refers] and Ms Anderson provided a verbal presentation and answered questions from the committee. The following points were noted:

- The Arts Council organised a strategic plan that was consulted with the community every five years. The Arts Council had not met their target with the last consultation being held in 2015. There was a workshop planned that would be open to the whole community for the strategic direction of the Arts Council.
- The outcomes of previous workshops had led to the creation of a purpose built clay shed, performance spaces for arts and music, a community kitchen and a wet arts room. Previous consultation workshops had been very successful.
- Council and the Community Board had been strongly supportive of the initiative by the Arts Council.

The meeting adjourned at 11:05am and resumed at 11:30am.

Creative Communities Scheme Assessments (Results)  
 Agenda Item 7.1

**Resolved: (Crs McGuire/Ms Cunningham)**

**THAT the Creative Communities Scheme Assessment Committee gave consideration to all applications and allocated funding as follows:**

<b>6.1 Rezipet Dance Academy – Rezipet Dance Academy</b>	<b>\$0</b>
<b>6.2 Beth Buxton – Kids Creative Circle</b>	<b>\$1000.00</b>
<b>6.3 Teresa Michels – Mmm – Music, Mentoring and Marketing</b>	<b>\$0</b>
<b>6.4 Valentino Venimore – Art and Music Education</b>	<b>\$800.00</b>
<b>6.5 Yaniv Janson – Touch Whaingaroa</b>	<b>\$2000.00</b>
<b>6.6 Whaingaroa Community Soundsystem – The Raglan Lyricist Lounge Sessions</b>	<b>\$1500.00</b>
<b>6.7 Art in Nature Arboretum Trust – Stories in the Landscape 2022-23</b>	<b>\$15000.00</b>
<b>6.8 Raglan Theatre Academy – Community Youth Production</b>	<b>\$2500.00</b>
<b>6.9 Whaingaroa Environmental Centre Society – WEC Tool Library Holiday Club</b>	<b>\$911.18</b>
<b>6.10 Te Kauwhata Community House (Toi Ako Artspace) – Matariki Community Carving Festival (For Material Costs Only)</b>	<b>\$4000.00</b>
<b>6.11 Friendship House Huntly Community Charitable Trust – Creative Huntly Phase 2</b>	<b>\$4000.00</b>
<b>6.12 Te Whare Toi o Ngaaruawaahia – Twin Rivers Community Arts Centre – Project Piripi</b>	<b>\$542.00</b>
<b>6.13 Te Whare Toi o Ngaruawaahia – Twin Rivers Community Arts Centre – Whanau Date Night Term 3 2022</b>	<b>\$548.25</b>
<b>6.14 Te Whare Toi o Ngaruawaahia – Twin Rivers Community Arts Centre – School Holiday Workshops Term 2 and 3</b>	<b>\$914.00</b>
<b>6.15 Te Whare Toi o Ngaruawaahia – Twin Rivers Community Arts – Term 3</b>	<b>\$851.00</b>

6.16 Raglan Community Arts Council – Raglan Film Festival (for venue hire, promotions and marketing)_	\$1840.00
6.17 Raglan Community Arts Council – Live and Local Community Programme	\$4000.00
6.18 Raglan Community Arts Council – Matariki 2022	\$2000.00
6.19 Raglan Community Arts Council – After School Young3/4 2022	\$2000.00
6.20 Raglan Community Arts Council – Creative Raglan Strategic Planning Workshop	\$675.00
Total	\$45,081.38
CARRIED	CCS2204/01

**ACTION:** Workshop to be held to streamline the CCS process with the Committee, inviting Creative New Zealand to help facilitate on Tuesday 24 May 2022 to be sent out from the Democracy Team.

There being no further business the meeting was declared closed at 1:46pm.

Minutes approved and confirmed this                      day of                      2022.

Cr S Henderson  
**CHAIRPERSON**

<b>To</b>	<b>Creative Communities Scheme Assessment Committee</b>
<b>Report Title</b>	<b>Update on Creative Communities Scheme Assessments</b>
Date:	31 August 2022
Report Author:	Dominique Thurlow, Community and Development Funding Advisor
Authorised by:	Clive Morgan, General Manager Community Growth

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To provide the Creative Communities Scheme Assessment Committee with guidance for making decisions on funding applications received and to decide on its membership for the 2022-2025 term.

## **2. Executive summary**

### **Whakaraapopototanga matua**

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Assessment Committees are at the heart of the success of the Creative Communities Scheme (the CCS). Their key role is assessing applications and allocating funding, in line with the criteria of the CCS and any specific local priorities that have been set by Council, that reflect the needs of the community within the Waikato district.

The purpose of the Creative Communities Scheme Assessment Committee (CCSAC) is to administer Creative New Zealand (CNZ) funding in the Waikato district through the CCS. This includes considering applications and allocating funding in accordance with CNZ's guidelines. Most territorial authorities in New Zealand directly administer their respective CCS funds, except for councils like Hamilton City Council, which delegate administration and distribution to Creative Waikato.

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The membership of the committee is as follows:

- Two elected members - Councillors Rob McGuire and Stephanie Henderson
- Two iwi representatives - Miriama (Tilly) Turner and Amomai Pihama
- One Arts Council representative - Heather Cunningham
- Four community representatives - Claire Du Bosky, Judi Muru, Mark Vincent including one vacancy.

It is the responsibility of Council to approve the Delegations and Terms of Reference, as per Council's Governance Structure 2019 to 2022.

A discussion regarding membership for the 2022 – 2025, will need to be held at the September 2022 meeting in accordance with the Council approved Terms of Reference attached to this report.

### 3. Staff recommendations Tuutohu-aa-kaimahi

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- a. **THAT the Creative Communities Scheme Assessment Committee prioritise funding for the applications in the agenda, in accordance with the Creative Communities Scheme Assessors Guide (as attached to the staff report).**
- b. **THAT the Creative Communities Scheme Committee recommends to the new Council that its membership remain the same and comprise the following:**
  - i. **Two elected members**
  - ii. **Two iwi representatives**
  - iii. **One Arts Council representative.**
  - iv. **Four community representatives**

### 4. Background Koorero whaimaarama

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The Creative Communities Scheme Assessment Committee operates two funding rounds per year. This is the first funding round for the 2022 to 2023 fiscal year. The criteria and rules of the scheme must be met and considered when making decisions. The Committee is also requested to make a recommendation to Council on its membership for the 2022-2025 term.

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## 5. Discussion and analysis

### Taataritanga me ngaa tohutohu

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A ranking/weighting document is attached (Assessor Ranking Sheet). The Committee is required to consider this when ranking the applications - based on the following extract from the Assessors Guide (2018: Pages 6-12), which meets the requirements in a consistent and objective manner (the CCS guidelines are attached).

Page 2 of the Assessors Guide, advises:

Funding criteria for CCS

There are three funding criteria under the CCS:

- Access and participation
- Diversity
- Young people.

This criterion allows the Assessment Committees to make decisions that consider the local context. Committees are encouraged to apply the funding criteria according to the arts needs within their own local council area.

If a member feels that further information is required to make an informed decision, then staff can make the necessary arrangements for clarification or for the provision of any additional information required.

## 6. Consideration

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### 6.1 Financial

Council delegates the authority to the Creative Communities Scheme Assessment Committee to consider and decide on applications before it, to then allocate and distribute funds from CCNZS, in accordance with the criteria for funding.

The agreement Council has with CNZ does not allow funding more than 15 percent of the previous year's allocation to be carried forward. Should Council wish to carry forward more than 15 percent of the previous year's allocation then approval must be sought from CNZ.

If the amount requested is more than the fund, some form of scaling down may be necessary. There is \$40,962.07 (exclusive of GST) available for distribution in this funding round. Nineteen (19) applications have been received. The total amount being requested for **round two** is \$41,738.89 as per amount calculated at the bottom of the ranking sheet.

### 6.2 Policy and Partnership Alignment

Policy reference WDC0710/20.

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## 7. Conclusion

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Before a clear decision can be reached on funding allocation levels, ranking of each application is required prior to the April Assessment Committee meeting.

## 8. Attachments Ngaa taapirihanga

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Attachment 5A - Assessor Ranking Sheet

Attachment 5B - Creative Communities Scheme Assessors Guide

Attachments 6.1 – 6.19 - Applications x 19

Line #	Time Allocation	Applicant name	Submitter	Project title	Project/event brief	Selected criterion	The idea	Process	People	Criteria	Budget	Score out of 20	Amount requested	Amount recommended	Assessor Comments
1	9.20am	Patti Mitchley	Whaingaroa Youth Movement	All Under the Same Sky	Youth contemporary dance performance project.								\$ 3,460.79		
2	9.25am	Laura Millward	Te Whare Toi Ngaruaawhia/Twin Rivers Community Art	Glow Art Exhibition	End of the year art exhibition to celebrate the many artworks created by people within the community. This year the exhibition will focus on lighting up art.								\$ 2,343.00		
3				Holiday Programme for Term 1 2023	Years 6-13 having the opportunity to participate in arts and crafts workshops								\$ 610.51		
4				Introduction to graffiti art October 2022	Tamariki aged between 8 and 13 the opportunity to learn the foundation skills needed for a journey in graffiti art.								\$ 392.20		
5				Whanau Date Night Term 4 2022 and Term 1 2023	Encouraging whanau to come together to give it a go in the art space.								\$ 573.90		
6				Tamariki Art Club Term 4	Variety of art classes for tamariki.								\$ 635.58		
7				Tamariki Art Club Term 1 2023	Variety of art classes for tamariki.								\$ 627.99		
8	9.45am	Jacqueline Anderson	Raglan Community Arts Council	Artist talks exhibition in Whaingaroa	The provide a connection between artists, their peers and audiences.								\$ 1,603.43		
9				Artist talks in Whaingaroa	Artist talks in Whaingaroa in regard to the programme being held in the old School every 4th Thursday of each month								\$ 1,603.43		
10		Shona Butchart		Afterschool Young Artist workshops - Terms 1 and 2 2023	Young artist workshops for Terms 1 and 2 2023								\$ 2,615.00		
11				The Clay Fest 2023	A day for a whole family for come together and celebrate everything clay.								\$ 1,628.38		

Line #	Time Allocation	Applicant name	Submitter	Project title	Project/event brief	Selected criterion	The idea	Process	People	Criteria	Budget	Score out of 20	Amount requested	Amount recommended	Assessor Comments
12	10am	Arianna Sheehan	Arianna Sheehan	Taonga Tuku Iho	To provide and facilitate wananga to learn traditional maori knowledge, karakia and tikanga practices associated harakeke.								\$ 1,295.68		
13	10.05am	Sylvia Devlin	Onewhero Performing Arts	RENT/the Musical	Full scale musical production being held in a rural setting in the first half of 2023.								\$ 3,000.00		
14	10.10am	Lauren Hughes	Toi Ako Te Kauwhata	Nature-Connected Arts Initiatives	Delivery of nature art classes for Te Kauwhata and Meremere communities in Term 4 2022 and Term 1 2023								\$ 5,499.00		
15	10.15am	Sasha Louise McGaughey	Sasha Louise McGauhran	Huntly Short Film Club	To bring together locals who have an interest in film making to create short films.								\$ 3,200.00		
16	10.20am	Evelyn Sheehad	Huntly Friendship House (Arts Huntly)	Creative Huntly - The Interim	An initiative to support the capability to continue to grow, develop and deliver great art programmes.								\$ 6,350.00		
17	10.25am	Mila Tulafono and Sinatala Enosa	EKT Fafine Taupuke	Encourage to nurture the Tuvalu Handicraft - Part 2	To share tuvalu culture with our people and the wider community of Tuakau.								\$ 2,000.00		
18	10.30am	Jessica Nicolson	Jessica Nicolson	Paint with Jess	For young people to grow their art making skills and to create awesome artworks for Christmas to exhibit at the old Arts School.								\$ 800.00		
19	10.35am	Geraldine Tew and Esther Gathambo	The ReCreators	Creative DIY skills with deconstructed wood - Powertools 101	For people to come together to learn to deconstruction and upcycle locally sourced resources to create a circular economy.								\$ 3,500.00		

# Creative Communities Scheme

Funding for local arts  
Te tono pūtea mō ngā  
manahau a te iwi kainga

## Assessors Guide

2016 - 2019

Current as of May 2020

Updated June 2017

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**This guide outlines the  
role and responsibilities of  
the Creative Communities  
Scheme (CCS) assessment  
committees.**

FRONT COVER

NZ Ukulele Festival Trust

New Zealand Ukulele  
Festival

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## Introduction to the Creative Communities Scheme

The Creative Communities Scheme (CCS) provides funding to communities so New Zealanders can be involved in local arts activities. The scheme supports a wide range of arts projects under the following art forms: craft/object arts, dance, inter-arts, literature, Māori Arts, multi-artform (including film), music, Pacific Arts, theatre and visual arts.

Please refer to the glossary for the art form definitions.

Please contact your CCS Administrator if you have any queries.

### About Creative New Zealand and our partnership with local councils

Creative New Zealand, which is a Crown entity, works with local city and district councils to deliver the Creative Communities Scheme.

Creative New Zealand is New Zealand's national agency for developing the arts. We encourage, support and promote the arts in New Zealand for the benefit of all New Zealanders. Our programmes support participation in the arts, not just by professional artists, but by all New Zealanders.

The Creative Communities Scheme is one of the ways we fund a broad range of arts projects in local communities. The Arts Council of New Zealand Toi Aotearoa Act 2014 allows us to allocate funding to other organisations so that they can administer grants in support of arts projects – this includes local councils that have agreed to become community arts providers. We have a written agreement with your local council to administer CCS.

Some councils, in turn, contract a third party to distribute these funds to local arts projects.

## How the funding for the scheme works

### A breakdown of each council's CCS allocation

We will notify you of your annual allocation by 1 August of each year.

The total allocation received by each local council consists of:

- > a base grant of \$6,000
- > an allocation of \$0.70 per head of population in the relevant area (based on the most recent census information)
- > a GST component.

The base amount and allocation per head is reviewed approximately every 3 years, and is agreed on by Creative New Zealand's council. Your council's CCS agreement allows for these amounts to change during the agreement, but Creative New Zealand will notify you in writing before any changes take place.

## Eligibility Requirements and Funding Criteria

### Eligibility requirements for CCS

Before an application can be considered by an assessment committee, the CCS Administrator must check that it meets all of the eligibility requirements.

#### The applicant

If the applicant:

- is an individual, they must be a New Zealand citizen or permanent resident
- is a group or organisation, they must be based in New Zealand
- has already received funding from CCS for another project, they must have completed a satisfactory Project Completion Report for the other project before they can make another application, unless the other project is still in progress.

#### The application form

- The application must be on the standard application form provided by Creative New Zealand for the scheme.
- The declaration must be signed.

#### The proposed project or proposal

The proposed project or proposal must:

- have an arts focus ([see glossary](#))
- have identified one of the three [funding criteria](#)
- take place within the city or district where the application is made
- not have begun before any CCS funding is approved
- not already have been funded through Creative New Zealand's other funding programmes

- be scheduled to be completed within 12 months after funding is approved.

The process the administrator should follow to check eligibility and deal with ineligible applications is explained in [Step 1 of the assessment process](#).

### Funding criteria for CCS

There are three funding criteria under the Creative Communities Scheme:

- **Access and participation**
- **Diversity**
- **Young people**

These funding criteria allow assessment committees to make decisions that take into account the local context.

Committees are encouraged to apply the funding criteria according to the arts needs within their own local council's area.

The funding criteria are stated in the application form and all applicants are required to identify the one criterion that their project best relates to.

Many projects may relate to more than one, but Creative New Zealand asks that you identify and record the most relevant funding criterion for each project.

#### Access and participation

The project will create opportunities for local communities to engage with and participate in local arts activities, eg:

- performances by community choirs, hip-hop groups, theatre companies or poets
- workshops on printmaking, writing or dancing
- exhibitions by local craft groups promoting weaving, pottery or carving
- festivals featuring local artists
- creation of a film or 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 the development of local artists.

### Diversity

The project will support the diverse artistic cultural traditions of local communities, enriching and promoting their uniqueness and cultural diversity, eg:

- workshops, rehearsals, performances, festivals or exhibitions in Māori or Pasifika heritage or contemporary artforms
- workshops, rehearsals, performances, festivals or exhibitions by local migrant communities
- arts projects that bring 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

The project will enable and encourage young people (under 18) to engage with and actively participate in the arts, eg:

- 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's important to them
- publication of a collection of writings by young people
- music workshops for young people
- an exhibition of visual art work by young people.

### Projects that can't be funded

Types of projects that can't be funded under the Creative Communities Scheme include:

- projects without an arts focus, eg: puzzles, upholstery, magic, model-making, commercial design, commercial fashion design, fitness-based

dance (such as aerobics or gymnastics), and martial arts (such as tai chi or karate)

- film festivals presenting films made outside the local area
- fundraising activities, eg: benefit concerts to raise funds to buy a capital item or to pay for another activity
- projects within the scope of other sectors or organisations, eg: arts projects in schools that are normally funded through curriculum or operating budgets, or projects that primarily deliver outcomes for other sectors (eg health or environment)
- Council projects – which are any projects developed and run by a council, a council's subsidiary, a council controlled organisation, or any bodies that are more than 50% owned by a council or group of councils.

CCS funding is available for new artworks as part of marae projects such as tukutuku, whakairo, whāriki and kōwhaiwhai – however, applications for funding for marae facilities or restoration projects should be made to the Lottery Marae Heritage and Facilities fund, which is administered by the Lottery Grants Board.

### No guarantees against loss

Funding is not available under the Creative Communities Scheme to provide arts projects with guarantees against loss – that is, security against arts events not meeting budgeted ticket sales.

### Costs that can be funded

The types of costs that can be funded include:

- materials for arts activities or programmes
- venue or equipment hire
- personnel and administrative costs for short-term projects
- promotion and publicity of arts activities.

## Costs that can't be funded

The types of costs that can't be funded include:

- ongoing administration and service costs (such as salaries) that aren't related to a specific project
- travel for individuals or groups to attend events, presentations or shows outside the local area
- buying capital items or equipment, such as cameras, computers, instruments, costumes, lights or uniforms
- catering costs or any food or refreshment costs associated with a project or event
- the costs of running fundraising activities
- entry fees for competitions, contests and exams
- prize money, awards and judges' fees for competitions
- payment of royalties
- the paying off of accumulated debt or debt servicing
- buying existing artworks for collections held by, for example, councils, museums, galleries, community groups or individuals.

Where any of the above costs are included in a CCS application, the applicant will need to be able to cover these costs from project income other than CCS funding, eg ticket sales or fundraising.

## Creative Communities Scheme and Schools

All state and integrated schools are obliged to deliver the National Curriculum and all are obliged to have trained and registered teachers that deliver that curriculum.

Each school decides what they want to focus on and establishes an annual curriculum and teaching programme that identifies the learning outcomes and the activity to deliver the programme.

CCS cannot fund arts activity which is the responsibility of teachers (including itinerant staff) to deliver. This is arts activity already delivered by teachers as defined in a school's annual curriculum and teaching programme.

### What schools activity can CCS support?

Additional activity undertaken by the school to complement and enhance their teaching programme may be eligible for support via CCS as long as it fits other CCS criteria. This activity is often referred to as co-curricular or extra-curricular activity.

This might include performances or workshops by visiting artists taking place inside or outside the school, school productions (as long as they are not a primary vehicle for delivery of the school's curriculum and teaching programme) or community-based arts and cultural activities.

### How can you tell if the activity is part of the curriculum and teaching programme?

Applicants need to supply a letter from the school principal verifying that the activity or project is not part of the school's curriculum and teaching programme, has not been identified by teachers as an activity they would offer students themselves and is not primarily a vehicle for assessment. If an applicant has not supplied this letter an administrator can request this or an assessment committee could allocate funding but make it conditional upon receipt of this letter.

### Examples for school projects:

- **Workshops by visiting artists taking place within the school:** Yes, as long as this is not part of the curriculum and teaching programme, clearly complements what teachers can offer, and the artists are not replacing the role of the teacher.
- **School productions:** Yes, in some instances, but not if the production is intended to deliver an aspect/s of the school's curriculum and teaching programme and is primarily a vehicle for assessment.

➤ **Participation by students in a local performing**

**arts competition:** Yes, as long as this is not part of the curriculum and teaching programme, clearly complements what teachers can offer and any additional tutors are not replacing the role of the teacher. Eligible costs might include transport to and from the event, materials for the making of costumes or tutor fees.

Other CCS funding criteria and exclusions also apply to school projects.

## How CCS applications are assessed

### Assessment committees: the role and function

#### Role of assessment committees

Assessment committees assess applications and allocate funding, in line with any specific local priorities that have been set aside by your council.

The assessors (the members of the assessment committee) should collectively have a broad knowledge of the arts activity in your local area.

Other functions of committee members include:

- discussing and making recommendations for [promoting the scheme locally](#)
- receiving reports on funded projects and discussing completed projects
- attending performances, exhibitions and other events funded by the Creative Communities Scheme
- attending meetings organised by Creative New Zealand
- contributing to the Annual Evaluation Report to Creative New Zealand
- electing new community representatives to the committee after a public nomination process

#### Membership and make-up of assessment committees

##### Council committee, sub-committee or community committee?

The CCS assessment committee can be established as a committee of council, a sub-committee or a community committee. When considering which type of committee will best suit the circumstances of your council we recommend that you consult with your chief executive.

Decisions made by the CCS committee do not need to be approved or confirmed by your council.

Whatever form the committee takes, it must meet the following guidelines for membership and decision-making.

##### Size of the committee

There is no specific requirement for the number of members an assessment committee must have. However, Creative New Zealand strongly recommends there be at least seven, and not more than 11 members. A committee of nine members works well; having an odd number also assists with voting.

##### Who sits on the committee

Each assessment committee consists of –

#### Representation from local councils and community arts councils

- Local councils may appoint up to two representatives to the assessment committee. These may be elected councillors or community board members with an arts and culture focus or knowledge. Elected councillors and local board members must not make up more than half of an assessment committee.
- Each community arts council in the local area has the right to have a representative on the assessment committee. Community arts councils are organisations that have been formally gazetted under the Arts Council of New Zealand Toi Aotearoa Act 2014 or previous versions of this Act.

#### Community representatives

Community representatives on the assessment committee must be familiar with the range and diversity of local arts activities.

At least one member must be of Māori descent and have local knowledge of Māori arts activity. It is recommended that CCS administrators consult with local iwi regarding Māori appointments.

Ideally membership of the committee should also reflect the make-up of the local community, eg young people, recent migrants, Asian residents, and local Māori and Pasifika peoples.

Youth councils, ethnic councils or other community groups do not have an automatic right to be represented on the committee, but they may nominate community representatives for election.

Community representatives can't include elected council members or community board members.

Community representatives must be elected in a public and open way by the existing assessment committee after a public nomination process. Options for doing this include:

- calling for written nominations through newspapers, community noticeboards, direct mail-outs and websites with representatives being elected by the committee from these nominees
- convening a public meeting where nominations are received from the floor with community representatives then being elected by the committee.

If there's a limited response to a call for nominations or a public election process or the committee lacks specific knowledge, the committee (via the CCS administrator) may approach individuals directly and invite them to become members.

### **Term of membership**

Community representatives may serve for a specified term of up to three years and can serve a maximum of two consecutive terms.

This term limitation does not apply to council or community arts council representatives however we do recommend rotation of council and community arts council representatives to keep the committee fresh.

It's a good idea to have a combination of new and experienced members. To keep this balance we recommend that committee members be replaced over

time. Having past members mentor new members can be a great way to support new or younger members as they join the committee.

### **Chairperson**

Each year the assessment committee should elect a chairperson.

A person may serve a maximum of three consecutive years as chair.

## **The assessment process**

When an application for funding under the Creative Communities Scheme has been received and acknowledged by the local CCS administrator, the application passes through the following stages:

### **Step 1: Checking applications for eligibility**

*Responsible for this step:* CCS Administrator

When an application has been received, the CCS Administrator checks that the application meets [the eligibility requirements](#) under the scheme.

If an application is ineligible, it should not be sent to the assessment committee for assessing. However, a list of ineligible applications should be sent to the committee so that the committee can note them.

If there is any doubt about whether the application meets the eligibility requirements, discuss this with a Creative New Zealand staff member or send the application to the assessment committee to be assessed.

### **Coding ineligible applications on the Grants Tracking Tool**

If an application is ineligible under the scheme, you should note the reason for this on the Grants Tracking Tool, using the code "D1" for "Ineligible project".

### **Step 2: Distributing applications to assessors**

*Responsible for this step:* CCS Administrator

Each application should be assessed by all the assessors. However, if this isn't possible because there

is a large number of applications, each application must be marked by at least three members of the committee who have relevant experience and knowledge of the particular artform.

The applications should be sent out with either a printed or [electronic version of the Assessment Sheet](#) for assessors to complete.

### Step 3: Applying the Assessment Scale

*Responsible for this step:* CCS Assessors

Assessors must individually mark applications using the [Assessment Scale](#). This ensures that the assessment process is consistent and objective. Giving each application a mark against the same scale and same set of questions allows applications to be ranked in priority before the assessment committee meets, and provides a starting point for discussion.

Assessors should complete the Assessment Sheet and return this to the CCS Administrator.

### Step 4: Creating a ranked list

*Responsible for this step:* CCS Administrator

Once all the assessors have returned their Assessment Sheets to the CCS Administrator, the Administrator will average the marks (total marks for each application divided by the number of assessors who provided marks for that application) and produce a ranked list for the assessors to discuss at the meeting.

The ranked list should include, for each application:

- the name of the applicant
- the name of the project
- the amount requested
- the criterion that the applicant has selected.

### Step 5: Prioritising applications and allocating funding

*Responsible for this step:* CCS Assessors

The assessment committee meets to decide which applications should have priority for funding. The

committee focuses its discussion on:

- what level of support there is among committee members for those applications that scored highly on the Assessment Scale (a total mark between 16 and 20)
- which 'middle ground' applications (a mark between 11 and 15) should be given priority
- strategic funding decisions and local funding priorities that may see applications given priority even though they haven't scored as highly as others.

It's appropriate to support a project if the application is eligible and meets the funding criteria and the assessment committee believes the project should have a high priority.

Grants can be made as general contributions to a project or they can be tagged to a specific aspect of the project.

If an application has stated that the applicant is also asking for funding from other sources, the committee will need to consider how likely it is that the applicant will get that other funding and therefore whether the project will be viable.

### Declined applications

If the committee decides to decline an application they will need to identify the reason for the decline. These are:

- D1: ineligible application
- D2: does not meet funding criteria
- D3: low priority for funding
- D4: incomplete application

### Step 6: Notifying the applicants

*Responsible for this step:* CCS Administrator

#### Notifying successful applicants

All successful applicants must be notified in writing that their application has been granted.



[Here is a sample letter for successful applicants.](#) This template letter allows you to insert the applicant's details, the name of the project, the amount the applicant has been awarded, and any specific conditions of the grant, eg if the funds are tagged to certain items or specific aspects of the project.

The letter restates the conditions of funding under the Creative Communities Scheme and reminds the applicant that, by making the application, they've agreed to these conditions.

You will also need to send the successful applicant a [Project Completion Report form](#).

Projects must be completed within 12 months after funding is approved, and the Project Completion Report is due back within two months after the project is completed.

### Notifying unsuccessful applicants

All unsuccessful applicants should be notified in writing that their application hasn't been granted. [Here is a sample letter for unsuccessful applicants.](#)

If an application is underdeveloped, the assessment committee may decide to indicate to the applicant that they can submit a reworked proposal in a future funding round.

### Funding agreements

When applicants complete their application form they sign a declaration stating that if they're successful, they will:

- complete the project as described in their application, or seek written approval from the CCS Administrator for any significant changes to a project
- complete the project within a year of the funding being approved
- complete and return a Project Completion Report form within two months of the project being completed
- return any funds that they haven't spent
- keep a record of and receipts for all project expenditure
- participate, if required, in any funding audit of their organisation or project carried out by the local council
- contact the CCS administrator to notify them 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 for their project, such as posters, flyers and e-newsletters, and follow the guidelines for using the logo. [Download the logo and guidelines.](#)

This declaration is the funding agreement, and the applicant is reminded of this in the letter advising that they have been successful. However, your council may prefer to establish an additional funding agreement with successful applicants, in order to be consistent with your other funding processes. If you do so, the terms of the grant need to be consistent with the requirements set out above.

## Assessment Scale

### How the Assessment Scale works

On the basis of the information provided in each application for Creative Communities Scheme funding, the members of the assessment committee give a mark from 1 to 4 for each of the five assessment areas set out below. The individual marks for each assessment area will provide a total score out of 20. These are then averaged and a ranked list is created listing the applications with the highest scores at the top.

## The five assessment areas

### Area 1 The idea / Te kaupapa

#### What is it the applicant wants to do?

Give a mark based on your assessment of how strong and well-developed the idea behind the proposed project is.

- 
- |          |  |
|----------|--|
| <b>4</b> | The idea / kaupapa is extremely strong and well-developed. |
| <hr/>    |  |
| <b>3</b> | The idea / kaupapa is generally strong and has merit.      |
| <hr/>    |  |
| <b>2</b> | The idea / kaupapa is under-developed.                     |
| <hr/>    |  |
| <b>1</b> | The idea / kaupapa is not developed                        |
- 

### Area 2 The process/Te whakatutuki?

#### How will the applicant carry out the project, and where and when?

Give a mark based on your assessment of the process (creative and/or practical), planning and timeline put forward for the project in the application.

- 
- |          |   |
|----------|---|
| <b>4</b> | The process, planning and timeline are extremely well-conceived and convincing.   |
| <hr/>    |   |
| <b>3</b> | The process, planning and timeline are mostly well-conceived and credible.  |
| <hr/>    |   |
| <b>2</b> | Some aspects of the process, planning or timeline are well-conceived.   |
| <hr/>    |   |
| <b>1</b> | The process, planning and timeline are poorly conceived and not convincing, and/or key elements of the process, planning and timeline are incomplete. |
- 

### Area 3 The people/Ngā tāngata

#### Who is involved?

Give a mark based on your assessment of the relevant experience of the individual or group and their ability to deliver the project.

- 
- |          |   |
|----------|---|
| <b>4</b> | The ability and experience of the individual or group involved in the delivery of the project is exceptional.               |
| <hr/>    |   |
| <b>3</b> | The ability and experience of the individual or group involved in the delivery of the project is strong.                    |
| <hr/>    |   |
| <b>2</b> | The ability and experience of the individual or group involved in the delivery of the project is below average or unproven. |
| <hr/>    |   |
| <b>1</b> | The ability and experience of the individual or group involved in the delivery of the project is unknown or not credible.   |
- 

### Area 4 The criteria/Ngā paearu

#### How will the project deliver to the selected criterion?

Give a mark based on how well the proposed project will deliver to the selected criterion.

- 
- |          |  |
|----------|--|
| <b>4</b> | The project has the potential to deliver exceptional results under the selected criterion.   |
| <hr/>    |  |
| <b>3</b> | The project has the potential to deliver strong results under the selected criterion.        |
| <hr/>    |  |
| <b>2</b> | The project has the potential to deliver limited results under the selected criterion.       |
| <hr/>    |  |
| <b>1</b> | The project has the potential to deliver minimal or no results under the selected criterion. |
-

## Area 5 The budget/ Ngā pūtea

### How much will the project cost?

Give a mark based on your assessment of how strong the proposed project's financial information is and how reliable its budget is.

- |   |  |
|---|--|
| 4 | The financial information, including the budget, is realistic, complete and accurate.                  |
| 3 | The financial information, including the budget, is mostly complete, realistic and accurate.           |
| 2 | The financial information, including the budget, is incomplete and only partly realistic and accurate. |
| 1 | The financial information, including the budget, is unrealistic and/or incomplete and/or inaccurate.   |

## Dealing with conflicts of interest

Conflicts of interest must be declared and handled appropriately to maintain the assessment committee's integrity and to guarantee that its decision-making is transparent and impartial.

Three types of conflict of interest can arise - direct, indirect, and perceived.

These are explained below, along with the procedures that **must** be followed when these conflicts arise. All members of the committee are responsible for making sure these procedures are followed.

### Direct conflicts of interest

A direct conflict of interest can occur if a committee member applies for funding under the Creative Communities Scheme, or is part of a group that applies and stands to benefit financially or materially from a successful application. In this situation the committee member concerned:

- must declare the conflict of interest as soon as he or she becomes aware of it
- must not assess the application

- must not take part in the decision-making process for that application, and
- must leave the room while the committee is assessing the application.

Alternatively, the committee member or the applicant group can withdraw the application.

A direct conflict of interest can also arise when an assessment committee is operated by a third party such as a community arts council, and the third party applies for funding through the Creative Communities Scheme. Third parties **must not** be involved in any part of assessment or decision-making process for their applications.

### Indirect conflicts of interest

An indirect conflict of interest can occur when someone other than the committee member applies but the committee member would benefit financially or otherwise if the application were granted. In these situations the committee member must:

- declare the conflict of interest as soon as he or she becomes aware of it
- not assess the application
- not take part in the decision-making process for that application, and
- leave the room while the committee is assessing the application.

Alternatively, the applicant can withdraw the application.

### Perceived conflicts of interest

There is potential for a perceived conflict of interest when a CCS application is made by a family member, friend or associate of a committee member, or by an organisation associated with the committee member. Exactly how this should be dealt with will depend on the particular situation and particular relationship, as explained below.

### Immediate family, and governance or commercial relationships

Committee members must declare a conflict of interest if:

- an application is from an immediate family member, or
- the committee member is involved in the governance of an organisation that has applied, or
- the committee member has a commercial relationship with the applicant.

In these cases, as well as declaring the conflict, the committee member must not assess the application and must leave the room while the committee is assessing it.

An 'immediate' family member means a parent, spouse, civil union partner, de facto partner, brother or sister, or child (this includes acknowledged 'foster' or 'whāngai' siblings or children).

### Other relationships

Perceived conflicts of interest may also arise when there is an application from:

- friends
- relatives that aren't immediate family
- people and organisations with whom the committee member is associated.

In these cases the committee member must declare the conflict, but should use their discretion in deciding whether they should participate in the assessment and decision-making process.

### Recording conflicts of interest

All conflicts of interest must be noted at the start of the assessment committee meeting that will be considering the relevant application.

The conflict, and the member's absence during the relevant discussions, must be recorded in the minutes of the meeting.

## Promoting CCS

### Developing a promotional plan

#### Funding to promote the scheme

The local council and assessment committee are responsible for promoting the scheme in your particular area. Up to 7.5% of your annual CCS allocation can be used for promotion costs. This funding for promotion cannot be used to cover administration costs.

#### Developing a promotional plan

Why promote CCS?

- Increase its impact in your community by increasing the number and diversity of your applicants
- Increase your chances of funding the best projects
- Ensure you are spending all of your allocation as required by Creative New Zealand

How do we start?

1. Set aside time to discuss the key questions below
2. Create a draft plan using these reflections
3. Review the plan at the end of each assessment meeting with the assessors. The plan should be a work-in-progress that's discussed and reviewed regularly.

#### Key questions to ask when developing a promotion plan

To develop a plan targeted to your own community it may help to start by addressing the following questions. We've included some tips to help boost your promotional activities.

##### Who needs to hear about the scheme?

Brainstorm ideas, using your knowledge about your community. Look at past applications to help identify particular groups or communities who haven't been applying and may need to be targeted.

In thinking about who you need to reach and how to

reach them, consider these specific questions:

- Who is driving arts activities locally?
- What's new on the local arts scene?
- How can we encourage applications from a wide range of groups in our community?
- How will we reach young people?

##### Are there any groups in our target audience that are hard to reach?

Some groups are particularly hard to get to. For them, word-of-mouth is best, but in many cases you'll need to find a connection with the group to help you access it. Cultural associations, meeting places, schools and social media may be useful starting points. Build on the relationships you already have, eg other council staff, community development agencies or youth workers will be able to provide insights to save you time.

A hard copy brochure about the scheme is available in both English and te reo Māori. PDF versions in English, te reo and other languages can be downloaded from the CCS Administrators Hub.

##### Where do our groups and communities find information?

Consider the following options for connecting with your community:

- **Community specific media** – many communities have their own radio stations (eg iwi radio stations), newspapers and social media channels. Make sure you identify and use these avenues for reaching all of your community.
- **Social media** – Does your council have a Facebook page? If so, start "liking" and commenting on community groups' Facebook pages, particularly if they have an arts focus. Post new developments on the council's page, such as calls for CCS applications, announcements of grants, and interesting activities by previous recipients of CCS grants. Colourful images are a good way to

attract attention to your post. But keep your posts short and snappy. You can also pay to boost your posts on Facebook – this is a cost-effective way of targeting specific pages, interest groups and friends of your Facebook audience.

- **Sharing** – Send information to arts and community organisations and local funding databases, so they can include it in their direct mailers, e-newsletters, websites and social media postings.
- **Networking** – Ask people you already know to connect you with the right groups.
- **Noticeboards and community venues** – Ask libraries, community centres and marae to distribute your CCS Brochures and put up posters publicising the scheme.
- **Community newspapers** – Get to know a reporter at your local community paper who has an interest in arts or social issues. While a media release is a good way to sell your news, inviting a local reporter to cover an event or talk to an artist with a new project can be even better. If you decide to advertise in a local paper, ask them whether they will include some editorial space in the paper as well.
- **Events** – Participating in existing community events can create good opportunities for promoting the scheme, but you can also explore options like holding showcase events for the community, or public talks or seminars. The opening of a new venue, for example, may be an excellent opportunity for these kinds of activities. Creative New Zealand asks that successful applicants acknowledge the assistance of the scheme verbally at event openings, performances and so on.

### What are our messages?

Announcing lists of successful applicants is a good way of promoting the scheme. This can be done through the local media or the council's website.

### Is there a story to be told?

Audiences will often engage with a story that illustrates the benefits of the scheme, and so a newspaper article will attract more attention than an advertisement. Look for success stories from previous recipients, and consider inviting them to share their stories at seminars and events or through social media.

### What resources or opportunities already exist in our community?

Your website and Facebook page, council newsletters, community meetings, events and launches all provide opportunities for promoting the scheme. Arts activities are often visually engaging, so include funding recipients in community events as performers and speakers.

### Using the CCS logo

#### Using the CCS logo in your promotional activities

The CCS logo should be used widely to increase awareness of the Creative Communities Scheme, eg on council websites and community noticeboards and in newspaper advertisements.

All successful applicants are expected to use the CCS logo in publicity for their project, and should follow the guidelines for using it. Successful applicants should also acknowledge the assistance of the scheme verbally at event openings, performances and so on.

[Download the CCS logo and guidelines from Creative New Zealand's website.](#)

## Special Circumstances

### Third parties in the Creative Communities Scheme

#### Third parties' accountability to local council

When a third party is sub-contracted to undertake all or part of the administration of the scheme, they're contractually accountable to the local council, not to Creative New Zealand.

#### Agreements with third parties

Local councils must enter into a formal written agreement with any third party they work with to deliver the Creative Communities Scheme. A copy of this agreement must be filed with Creative New Zealand.

#### Consistency with council's agreement with Creative New Zealand

Any agreement with a third party must be consistent with the terms and conditions of the agreement between Creative New Zealand and the council, eg on the duration of the agreement, or the make-up of the assessment committee.

#### What the agreement should cover

You should make sure the agreement addresses the following issues.

#### Third party's responsibilities

- A detailed description of the responsibilities the council is devolving to the third party under the agreement.

#### Amount of funding and number of funding rounds

- The amount of annual funding available to the third party (including a clause that states that this amount may be varied).
- How many funding rounds there will be.

#### Administration

- Methods for recording applications and funding activity.

- Procedures for paying grants (including details for managing GST).
- The level and type of administrative support the council will provide.

#### Assessors

- The make-up of any third party assessment committee (this will need to meet CCS requirements).

#### Promotional activities

- How the third party will promote the scheme.

#### Accountability and reviews

- Accountability procedures for the third party.
- How the third party's role will be reviewed.

#### Duration and termination

- The length of the agreement (we recommend that it not go beyond the length of the council's agreement with Creative New Zealand).
- Events that will bring the agreement to an end (we recommend the agreement state that it can be suspended or terminated if the council's agreement with Creative New Zealand is suspended or terminated).

#### Administrative costs of third parties

Creative New Zealand expects local councils to meet any costs incurred in administering the scheme.

Councils should provide third parties with a reasonable level of support, which should reflect the extent of the third party's role and responsibilities.

### Co-operating with other councils

#### Co-operation and joint support

Assessment committees may co-operate and jointly support projects that take place in adjacent local authority areas. This may be achieved through administrators liaising informally with other administrators and committees.

However, if your council would like to establish formal processes for co-operation and joint support, or would like to operate a joint assessment committee, this must be agreed in writing with Creative New Zealand.

Whether your process is formal or informal it is recommended that you consider and agree the following with the administrator (and relevant management) of the adjacent council. Once you have discussed this we recommend you share the outcome of these discussions with your assessment committees.

#### **Key considerations for co-operation and joint support:**

- The principles and considerations behind recommending that applicants submit applications to both committees, eg:
  - shared audiences
  - projects that sit across both boundaries
  - the funding/infrastructure available in each district for different types of projects
  - impacts for applicants
  - timing of closing dates
  - proportions of requests
  - implications of one committee funding and another not.
- Under what circumstances you will or won't recommend that applicants submit to both committees
- How you will convey this advice to applicants
- How you will ensure your advice is consistent
- How you will keep each other in the loop.



## Glossary

### Arts activities

**Craft/Object art:** includes traditional and contemporary applied arts practices of all the peoples of Aotearoa/ New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/ New Zealand today. Genres include, but are not limited to, ceramics, furniture, glass, jewellery, object making, studio-based design, raranga, tāniko, tapa making, textiles, tivaevae, typography, weaving and woodwork.

For projects involving a design component, artists can apply for funding to develop and/or make new work and for the public presentation of the work, but not for the commercial manufacture or production of a work.

**Dance:** includes forms of dance that clearly have an arts and cultural focus (as opposed to aerobics, fitness or martial arts) eg kapa haka, tango, traditional Highland dancing, hip-hop, classical Indian dance, Pacific dance, ballet, tap and jazz.

**Inter-arts:** Inter-arts projects integrate artforms of any cultural tradition, combining them to create a new and distinct work. The result of this integration is a hybrid or fusion of artforms outside of Creative New Zealand's existing artform categories.

**Literature:** includes both fiction and non-fiction

- 'Fiction' includes, but isn't limited to, novels, novellas, short stories, poetry, children's fiction, young adult fiction, graphic novels, illustrated picture books, and speculative fiction such as fantasy fiction, science fiction, detective fiction, and historical fiction.
- 'Non-fiction' includes, but isn't limited to, autobiography, biography, essays, social commentary, literary criticism, reviews, analytical prose, non-fiction written for children, young adult non-fiction, and writing about the physical and natural sciences.

Literary activities may include poetry readings,, local storytelling, writers' and readers' events, and creative writing workshops. Creative New Zealand does NOT consider the following to be literature: instruction manuals, guide books, phrase books, and do-it-yourself and how-to books (including travel guides, gardening books, and recipe books); bibliographies, dictionaries, encyclopedias and professional reference works; newsletters; hymn books; and publisher catalogues.

**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, eg whaikōrero, haka, karanga and whakapapa recitation, waiata mōteatea, pao and kōrero paki
- heritage material artforms, eg toi whakairo (carving), tukutuku (wall decoration), kōwhaiwhai (painted rafters), and ngā mahi a te whare pora (weaving, textiles and basketry)
- customary performance arts such taonga puoro, karetao (puppetry), ngā tākaro (string games)
- contemporary Māori arts activities that draw on traditional heritage artforms, fusing them with other elements to create innovative expressions of Māori cultural identity, eg theatre and contemporary dance productions, creative writing, songwriting, and photography.

**Multi-artform (including film):** projects that combine or feature two or more artforms, eg a youth project that combines music and visual arts, or a festival that features dance, music and theatre. Film: includes animation, dance film, documentary film, experimental film, feature film, short film, and moving-image art projects.

Film festivals presenting work created outside your local area are not eligible for support via CCS.

**Music:** includes all music genres, eg classical and contemporary music; popular and rock music; rap

and hip-hop; orchestral and choral music; brass bands; opera; jazz; 'world' music; and traditional and contemporary Māori and Pacific Island music.

**Pacific arts:** arts activities that identify with the unique cultural perspectives of individual Pacific nations (such as Samoa, the Cook Islands, Fiji, Tonga, Niue, Tokelau and Tuvalu) as represented by New Zealand's Pasifika communities. 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, eg storytelling, chanting and oral history
- heritage material artforms, eg woodcarving, weaving, tivaevae and tapa-making
- traditional dance, theatre and music performance eg Samoan siva (dance) and Cook Island drumming.
- contemporary Pacific arts activities that draw on traditional heritage artforms, fusing them with other elements to create innovative expressions of Pasifika cultural identities, eg theatre and contemporary dance productions, music, creative writing, songwriting and photography.

**Project:** A self-contained activity that is time bound with an identifiable start and end date.

**Theatre:** includes all theatre genres, eg comedy, drama, physical theatre, street theatre, musical theatre, pantomime, circus, clowning, puppetry, mask, and theatre by, with and for children.

**Visual arts:** includes customary and contemporary practices of all the peoples of Aotearoa/New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/New Zealand today, eg drawing, painting, installation, kōwhaiwhai, photography, printmaking, sculpture, tā moko, and typography.

## General terms

**Arts:** all forms of creative and interpretative expression (from the Arts Council of New Zealand Toi Aotearoa Act 2014, section 4).

**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.

**Ethnicity:** an ethnic group is made up of people who have some or all of the following characteristics:

- a common proper name
- one or more elements of common culture, which may include religion, customs or language
- a unique community of interests, feelings and actions
- a shared sense of common origins or ancestry
- a common geographic origin.

**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.

## PART 1: APPLICANT DETAILS

### Name and contact details

Are you applying as an individual or group?

Individual ☐Group ☒

Full name of applicant:

Whaingaroa Youth Movement

Contact person (for group):

Patti Mitchley

Street address/PO Box:

Suburb:

Town/City:

Raglan

Postcode:

Country:

New Zealand

Email:

Telephone (day):

All correspondence will be sent to the above email or postal address

Name on bank account:

Molasses of Raglan

GST number:

077 091 033

Bank account number:

If you are successful, your grant will be deposited into this account

### Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☒

Detail:

Pacific Peoples:

☒

Detail:

Asian:

☒

Detail:

Middle Eastern/Latin American/African:

☒

Detail:

Other:

☒

Detail:

African

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

Yes:

☒

No:

☐

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.

### How did you hear about the Creative Communities Scheme? (select **ONE** and mark with an X)

<input type="checkbox"/>	Council website	<input type="checkbox"/>	Creative NZ website	<input type="checkbox"/>	Social media
<input type="checkbox"/>	Council mail-out	<input type="checkbox"/>	Local paper	<input type="checkbox"/>	Radio
<input type="checkbox"/>	Council staff member	<input type="checkbox"/>	Poster/flyer/brochure	<input type="checkbox"/>	Word of mouth
<input checked="" type="checkbox"/>	Other (please provide	previous applicant			

## PART 2: PROJECT DETAILS

**Project name:** All Under the Same Sky

**Brief description of project:**

Youth contemporary dance performance project

**Project location, timing and numbers**

**Venue and suburb or town:**

Raglan Town Hall

**Start date:**

Dec 2

**Finish date:** Dec 4

**Number of active participants:**

65 - 70

**Number of viewers/audience members:** 250 - 300

**Funding criteria:** (select **ONE** and mark with an X)

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

☐ **Access and participation:** Create opportunities for local communities to engage with, and participate in local arts activities

☐ **Diversity:** Support the diverse artistic cultural traditions of local communities

☒ **Young people:** Enable young people (under 18 years of age) to engage with, and participate in the arts

**Artform or cultural arts practice:** (select **ONE** and mark with an X.)

☐ Craft/object art

☒

Dance

☐ Inter-arts

☐ Literature

☐ Music

☐ Ngā toi Māori

☐ Pacific arts

☐ Multi-artform (including film)

☐ Theatre

☐ Visual arts

**Activity best describes your project?** (select **ONE** and mark with an X)

☐ Creation only

☒

Presentation only (performance or concert)

☐ Creation and presentation

☐ Presentation only (exhibition)

☐ Workshop/wānanga

## PROJECT DETAILS

### 1. The idea / Te Kaupapa: What do you want to do?

"All Under The Same Sky" (working title) performance event. A celebration of diversity, different perspectives. The ideas around 'difference' will be depicted through art styles/movements ie. surrealist, cubist, folk art, craft. These visual contexts will form our narrative about how we all see the world quite differently. This is what makes things both beautiful and difficult. An abstract social commentary on the recent polarisation of community around differing perspectives and experiences.

### 2. The process / Te whakatutuki: How will the project happen?

Pre production planning, funding applications, book venue, equip and technicians. Collate quotes and create budget.  
Concept development, choreographic workshoping with tamariki. Development and refinement of movement ideas with dancers, graphic artist, set designer, makeup designer/stylist.  
Costume, set and props creation and sourcing. Refine choreography, rehearse and develop delivery of performance. Execute show, manage production team, performers and volunteers. Pay bills and fulfill aquittal obligations.

### 3. The people / Nga tangata: Tell us about the key people and/or the groups involved.

The production will be directed and produced by Patti Mitchley with Whaingaroa Youth Movement (est. 2003) a group of local youth from the wider Whaingaroa area. Patti is an experienced events coordinator and producer. Engagement of local arts professionals, assistant choreographer, set design artist, videographer and photographer for documentation of the event. Giving the dancers and audience an authentic and high quality theatre experience is a priority so we use experienced theatre technicians and quality equipment. Volunteers also help support our tamariki.

### 4. The criteria / Nga paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity of young people.

Whaingaroa Youth Movement (est. 2003) "We are about being together; to dance, create and explore ideas collectively. Our performance work is about who we are, where we live and how we see the world". We focus on creative dance. We work in group tasks to create dances to share and communicate our ideas. This helps to build creativity, confidence, interpersonal skills, decision making, critical thinking, perseverance, focus, collaboration as well as general wellbeing and fitness.

# PROJECT DETAILS (budget)

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered? Yes ☒ Do NOT include GST in your budget

No ☐ Include GST in your budget

### Project costs

Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.

Item e.g. hall hire	Detail e.g. 3 days' hire at \$100 per day	Amount e.g. \$300
Lights A.V. Equip	Hire x 3 days ACLX inc delivery + Collect	2,196.92
Dion Lutherford	Lighting design, operator, set up/pack out	1,200.00
Eden Chappell	Sound A.V. operator, set up/pack out	1,000.00
Production Crew	Stage Management / Make up Artist	950.00
Set + Props	Set design / construction / materials	1,200.00
Venue Hire	Raglan Town Hall x 3 days @ \$100 p.day	300.00
Design + Promotion	Graphics / Art design / print / posters / program	800.00
Costumes / Make up	+ Hair stylist / Consumables / sourcing	1,478.27
Documentation	videographer / edit . Photographer	1,200.00
Management + Misc	Project Management / fixings / sound edit	3,990.00
<b>Total Costs</b>		<b>\$14,315.19</b>

### 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.

Income e.g. ticket sales	Detail e.g. 250 tickets at \$15 per ticket	Amount e.g. \$3,750
Seed funds	Contribution from dancers (costumes make up)	1,478.27
Door Sales (est.)	x180 @ \$15 + 70 @ \$5	2,695.65
Discounts /	Donations / In Kind	6,680.48

**Total Income** **\$10,854.40**

**Costs less income** *This is the maximum amount you can request from CCS* **\$3,460.79**

**Amount you are requesting from the Creative Communities Scheme** **\$3,460.79**

## PROJECT DETAILS (budget)

### Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
7/10/20	The upside Down	\$2,500	Yes

### Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

Applications and queries can be emailed to [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)



## PART 3: DECLARATION

**You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.**

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☒ 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
- ☒ Keep receipts and a record of all expenditure for seven years
- ☒ Participate in any funding audit of my organisation or project conducted by the local council
- ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☒ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name

*Patti Mitchley*

(Print name of contact person/applicant)

Signed:




Please accept this ticked box as part of my Declaration, along with my emailed application, as I'm not in a position where resources are readily available to print and scan.

(Applicant or arts organisation's contact person)

Date:

*14/7/22*



ON spreadsheet - no 1



## Whaingaroa Youth Movement

*Grant application to – Waikato District, Creative Communities New Zealand*

### All Under the Same Sky

Children's Community Dance Theatre Performance Project 2022

#### Whaingaroa Youth Movement (est. 2003)

We are about being together; to dance, create and explore ideas collectively. We strive to connect and relate personally to movement, placing value on process and creative self-expression. Our performance work is about who we are, where we live and how we see the world.

WAIKATO DISTRICT COUNCIL	
18 JUL 2022	
Time...11:38am	Initial...A.R
RAGLAN	

*Image: The Upside Down 2020*

## Whaingaroa Youth Movement

## Youth Community Dance Performance Project

<b>Project Budget</b>			Excluding GST	Discounts/ Donated	CC tagged items	
<b>Estimated Costs</b>						
Lighting and AV Equipment hire		ACLX	\$ 2,196.92	\$ 480.48	\$ 1,716.44	*quote attached
Lighting design, operation, set up and strike x3 days		Dion Rutherford	\$ 1,200.00	\$ 400.00	\$ 800.00	*quote attached
Sound and AV Operator Production technician x3 days		Eden Chappell	\$ 1,000.00	\$ 350.00	\$ 650.00	*quote attached
Sound Equipment PA	Borrowed	FOC	\$ -	\$ 500.00		
Stage manager x2 for 3 days		Ruby Gibbs	\$ 600.00	\$ 200.00		
Set design and construction		Simon Willisson	\$ 900.00	\$ 450.00		
Set/props/ misc materials			\$ 300.00	\$ -		
Venue hire x3 days Raglan Town Hall @\$100 per day			\$ 300.00	\$ 300.00	\$ 300.00	
Graphic Design print/social media/AV design		Ella Green	\$ 500.00	\$ -		
Print marketing and programmes			\$ 300.00	\$ -		
Costumes & Make up	(x68@ \$25)		\$ 1,478.27	\$ -		
Stylist, Hair and Make-up design		Samantha Dekker	\$ 350.00	\$ -		
Documentation Video		Aaron Mooar	\$ 600.00	\$ 300.00		
Documentation Photography		Molly McCabe	\$ 600.00	\$ 200.00		
Sound score edit and mix			\$ 150.00	\$ -		
Misc: fuel,fixings, hospitality, gifts for volunteers			\$ 340.00	\$ -		
Project Management, admin (100hrs)			\$ 3,500.00	\$ 3,500.00		
<b>Total</b>			<b>\$ 14,315.19</b>	<b>\$ 6,680.48</b>	<b>\$ 3,466.44</b>	
<b>Estimated Income</b>						
Seeding funds contribution towards costumes, makeup (from dancers x68 @ \$25)			\$1,478.27			
Estimated door sales (180 pax @ \$15 + 70 pax @ \$5)			\$2,695.65			
Discounts arranged, hire & services donated (In Kind)			\$6,680.48			
<b>Total</b>			<b>\$10,854.40</b>			
<b>Shortfall (amount applied for)</b>			<b>\$3,460.79</b>			



2/29 Clem Newby Road  
 Burbush  
 Hamilton 3200  
 07 847 6150  
[rentals@aclx.nz](mailto:rentals@aclx.nz)  
[www.aclx.nz](http://www.aclx.nz)

Whaingaroa Youth Movement  
 attn. Patti Mitchley

Raglan

Project number: 7572  
 Quotation number: 006028  
 Quotation date: 07/07/2022  
 Valid until: 06/08/2022  
 Payment: 20th of the month  
 Created by: Aiden Moore

Event: All Under The Same Sky  
 Dates: Friday 2nd 8.30am (bump in) - Sunday 4th 4.00pm December 2022  
 Venue: Raglan Town Hall

This quote is based on the gear list provided for the 2020 production of "The Upside down"

### Time schedule

Prep	01/12/2022 01:00pm	01/12/2022 05:00pm
Delivery	02/12/2022 07:30am	02/12/2022 08:30am
Usage period	02/12/2022 08:30am	04/12/2022 05:00pm
Planning period	02/12/2022 08:30am	04/12/2022 05:00pm
Pickup	04/12/2022 04:00pm	04/12/2022 05:00pm

Equipment	Unit price	Factor	Discount	Price
<b>Lighting</b>				
2 3 to 5 pin xlr	\$ 1.00	1.5	20%	\$ 2.40
2 5 to 3 pin xlr	\$ 1.00	1.5	20%	\$ 2.40
1 Dimmer 12 ch dmx	\$ 50.00	1.2	20%	\$ 48.00
4 Pacific profile (On Turtle Stands)	\$ 25.00	1.2	20%	\$ 96.00
4 Pacific 45-75 deg lens tube	\$ 12.50	1.2	20%	\$ 48.00
2 LED Parcan RGBUVW 150w	\$ 20.00	1.1	20%	\$ 35.20
14 FusionPAR Q XII	\$ 25.00	1.4	20%	\$ 392.00
1 Martin M-2PC Console	\$ 150.00	1.3	20%	\$ 156.00
1 All In One Computer for M-PC or ON-PC	\$ 60.00	1.5	20%	\$ 72.00
8 Rama PC 1.2k	\$ 20.00	1.2	20%	\$ 153.60
8 Rama Barndoor	\$ 0.00	1.5	20%	\$ 0.00
<b>Total Lighting:</b>				<b>\$ 1,005.60</b>

Vision



2/29 Clem Newby Road  
 Burbush  
 Hamilton 3200  
 07 847 6150  
[rentals@aclx.nz](mailto:rentals@aclx.nz)  
[www.aclx.nz](http://www.aclx.nz)

Equipment	Unit price	Factor	Discount	Price
1 Projector Epson 5500 WUXGA	\$ 180.00	1.3	20%	\$ 187.20
1 Projector bracket	\$ 10.00	1.25	20%	\$ 10.00
1 IEC Cable	\$ 0.00	2	20%	\$ 0.00
1 HDMI Cable 1m	\$ 3.00	1.4	20%	\$ 3.36
1 40m SDI Cable	\$ 3.00	1.4	20%	\$ 3.36
1 SDIconverter hdmi-sdi	\$ 30.00	1.2	20%	\$ 28.80
2 HDMI Cable 2m	\$ 3.00	1.4	20%	\$ 6.72
1 UpDownCross HD	\$ 40.00	1.2	20%	\$ 38.40
1 clicker	\$ 25.00	1.5	20%	\$ 30.00
1 HDMI Cable 5m	\$ 3.00	1.4	20%	\$ 3.36
<b>Total Vision:</b>				<b>\$ 311.20</b>
<b>Data Cable</b>				
8 Dmx 1m	\$ 3.00	1.8	20%	\$ 34.56
12 Dmx 2m	\$ 3.00	1.8	20%	\$ 51.84
6 Dmx 3m	\$ 3.00	1.8	20%	\$ 25.92
8 Dmx 5m	\$ 3.00	1.8	20%	\$ 34.56
3 Dmx 10m	\$ 3.00	1.8	20%	\$ 12.96
1 Dmx 15m	\$ 3.00	1.8	20%	\$ 4.32
<b>Total Data Cable:</b>				<b>\$ 164.16</b>
<b>Power</b>				
1 32A Cable 50m	\$ 30.00	1.3	20%	\$ 31.20
10 Power cable 10m	\$ 3.00	1.4	20%	\$ 33.60
4 Power cable 2M	\$ 3.00	1.4	20%	\$ 13.44
10 Power cable 3M	\$ 3.00	1.4	20%	\$ 33.60
8 Power cable 5m	\$ 3.00	1.4	20%	\$ 26.88
10 Power cable 15m	\$ 3.00	1.4	20%	\$ 33.60
8 Power cable 5m	\$ 3.00	1.4	20%	\$ 26.88
10 Power cable 15m	\$ 3.00	1.4	20%	\$ 33.60
1 Power cable 30m	\$ 3.00	1.4	20%	\$ 3.36
1 Socoplex Cable 20m	\$ 20.00	1.2	20%	\$ 19.20
1 Socoplex Cable15m	\$ 20.00	1.2	20%	\$ 19.20
2 Socoplex female tail set	\$ 5.00	1.4	20%	\$ 11.20
1 Socoplex male Panel 4 way	\$ 10.00	1.4	20%	\$ 11.20
<b>Total Power:</b>				<b>\$ 296.96</b>
<b>Rigging</b>				
4 Quatro Truss 2.5m 290V	\$ 25.00	1.2	20%	\$ 96.00
4 Quatro Truss base plate & pins	\$ 12.50	1.2	20%	\$ 48.00
<b>Total Rigging:</b>				<b>\$ 144.00</b>



2/29 Clem Newby Road  
 Burbush  
 Hamilton 3200  
 07 847 6150  
[rentals@aclx.nz](mailto:rentals@aclx.nz)  
[www.aclx.nz](http://www.aclx.nz)

Crew	From	Until	Price
<b>Prep</b>			
1 Technician	01/12/2022 01:00pm	01/12/2022 04:00pm	\$ 165.00
<b>Total Prep:</b>			<b>\$ 165.00</b>
<b>Delivery</b>			
8.45am Onsite			
1 Technician	02/12/2022 07:30am	02/12/2022 08:30am	\$ 55.00
<b>Total Delivery:</b>			<b>\$ 55.00</b>
<b>Pickup</b>			
1 Technician	04/12/2022 04:00pm	04/12/2022 05:00pm	\$ 55.00
<b>Total Pickup:</b>			<b>\$ 55.00</b>

### Total

Total rental equipment:	\$ 1,921.92
Total crew:	\$ 275.00
<b>Total:</b>	<b>\$ 2,196.92</b>
Project discount:	- \$ 480.48
<b>Price excl. GST:</b>	<b>\$ 1,716.44</b>
15% GST:	\$ 257.47
<b>Price incl. GST:</b>	<b>\$ 1,973.91</b>

### Additional conditions

ACLX's Standard terms and conditions apply <https://www.aclx.co.nz/terms-and-conditions.html>  
 Invoices not paid by the due date will automatically have any discounts removed, and will incur penalty 2.5% interest per month

\*\*\*PLEASE NOTE OUR NEW BANK ACCOUNT NUMBER\*\*\*  
 01-0450-0487127-00

Payments can be made directly into ACLX LIMITED  
 01-0450-0487127-00

### Confirmation of quotation 006028

[Click here to digitally sign the quotation](#)

# PART 1: APPLICANT<sup>55</sup> DETAILS

## Name and contact details

Are you applying as an individual or group?

Individual

☐

Group

☒

Full name of applicant:

Te Whare Toi o Ngaaruawaahia-Twin Rivers Community Art

Contact person (for group):

Laura Millward

Street address/PO Box:

Suburb:

Town/City:

Waikato

Postcode:

Country:

New Zealand

Email:

Telephone (day):

All correspondence will be sent to the above email or postal address

Name on bank account:

Te Whare Toi O Ngaaruawaahia

GST number:

090 768 603

Bank account number:

If you are successful, your grant will be deposited into this account

## Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☒

Detail:

Pacific Peoples:

☒

Detail:

Asian:

☒

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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

Yes:

☒

No:

☐

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.

## How did you hear about the Creative Communities Scheme? (select **ONE** and mark with an X)

☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide)

Current recipient



## PART 2: PROJECT DETAILS<sup>56</sup>

Project name: Glow Art Exhibition

Brief description of project:

At the end of the year we would like to hold an art exhibition to celebrate the talent and all of the many wonderful art works created by people within our community and by those who attend our classes over the year. We would like to make an exciting point of difference for this year's exhibition by making it a "Glow Exhibition".

### Project location, timing and numbers

Venue and suburb or town:

18 Herschel Street Ngaruawahia

Start date:

November 1st

Finish date:

December 5th

Number of *active* participants:

150+

Number of viewers/audience members:

500

### Funding criteria: (select **ONE** and mark with an X)

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

☒ **Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐ **Diversity:** *Support the diverse artistic cultural traditions of local communities*

☐ **Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

### Artform or cultural arts practice: (select **ONE** and mark with an X.)

☐ Craft/object art

☒ Dance

☐ Inter-arts

☐ Literature

☐ Music

☐ Ngā toi Māori

☐ Pacific arts

☐ Multi-artform (including film)

☐ Theatre

☒ Visual arts

### Activity best describes your project? (select **ONE** and mark with an X)

☐ Creation only

☐ Presentation only (performance or concert)

☒ Creation and presentation

☐ Presentation only (exhibition)

☐ Workshop/wānanga

## Project details

The boxes below will expand as you type. If you are completing this application by hand you may need to expand these boxes *before* you print this form and/or add additional sheets. If you do, please clearly label these additional sheets using the headings below.

### 1. The idea/Te kaupapa: What do you want to do?

Every year at Te Whare Toi o Ngaaruawaahia we hold an end of year Community Exhibition. This event is growing in its popularity. It is something people look forward to and have come to expect as a part of what we do. It is a wonderful opportunity for artists of all ages and stages to showcase what they do. This year we would like to put a different spin on it by offering an exciting Glow Art Exhibition. Our lodge room has no natural light, which is perfect for the use of blue/black lighting. We will offer activities to different groups and classes in our community to contribute artworks using a variety of fluorescent/ neon art materials to produce Artworks/creations to include in the exhibition. We will have an "All things weird and wonderful" theme that links into the programs planned during term 4.

### 2. The process/Te whakatutuki: How will the project happen?

The staff and tutors at Te Whare Toi o Ngaaruawaahia will execute the setting up and running of the Glow exhibition. It will run for a period of approx. 2-3 weeks in November. This will ensure that as many people as possible will have the opportunity to view and enjoy the experience. We have planned several art and craft classes throughout term 4 that will contribute towards the exhibition. Some of these include, T- shirt designing, canvas art works, sculpture, and fashion, all of these works will contribute to experiences and activities that will happen throughout the exhibition, eg, dance performances from our dance groups, costume and fashion show and glow paint drawing. Members of the community will be invited to contribute to the exhibition and take on the challenge of using fluoro/neon materials. We will support them by providing some materials and the space to work at our art centre.

### 3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

Te Whare Toi o Ngaaruawaahia have an experienced staff team with a great variety of skill and knowledge to offer in setting up and holding exhibitions. We also have local tutors to add to our kete to create a successful exhibition/experience; Our Art Centre has a broad offering of classes and workshops that provide and encourage growing community support and participation. We believe this Exhibition experience will add to this, It will truly be for all.

### 4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity or young people.

This is a free community event. It will be promoted through several advertising platforms including social media and as follows; We will deliver to mailboxes in our community to reach those without internet access, we will hang posters in local shops and, event signage will also be utilised. There will be plenty of opportunities for members of the community to register for a class, or contribute artwork to the exhibition. These classes will cater for small tamariki up to adult students. Making it a free event will ensure all of our community can enjoy the experience.



# PROJECT DETAILS (budget)<sup>58</sup>

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered? Yes ☒ Do NOT include GST in your budget

No ☐ Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item eg hall hire</b>	<b>Detail e.g. 3 days' hire at \$100 per day</b>	<b>Amount e.g. \$300</b>
Tutoring fees	X24 hours \$30 hour	720.00
Materials	T Shirts, canvas, cartridge Paper, Neon Fabric Paint, Neon Pastels, Face Paint, blue tac, pompoms, beads, pipe cleaners, nylon, Highlighter felts	1449.00
Advertising	Social media, printing, signage	174.00
<b>Total Costs</b>		2343.00
<b>Project Income</b>	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.	
<b>Income e.g. ticket sales</b>	<b>Detail e.g. 250 tickets at \$15 per ticket</b>	<b>Amount e.g. \$3,750</b>
	This is a free event	0.00
<b>Total Income</b>		<b>0.00</b>
<b>Costs less income</b>	<b><i>This is the maximum amount you can request from CCS</i></b>	<b>2343.00</b>
<b>Amount you are requesting from the Creative Communities Scheme</b>		<b>2343.00</b>

# PROJECT DETAILS (budget)

## Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed
	Nil – We apply to other funders for other classes		

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
October 2020	Art Attack	718.99	Yes
April 2021	School Holiday Workshop T2 2021	300.00	Yes
April 2021	Tamariki Art Club T3 2021	1000.00	Yes
Oct 2021	Christmas Workshop T4 2021	253.00	Yes
May 2022	Date night Term 3 2022 – Not yet completed	548.25	No

### Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Please send application to:** [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)

If you have any further questions, please contact [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)  
0800 492 452 - Lianne van den Bemd



# PART 3: DECLARATION<sup>60</sup>

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☒ 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
- ☒ Keep receipts and a record of all expenditure for seven years
- ☒ Participate in any funding audit of my organisation or project conducted by the local council
- ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☒ I/we consent to Waikato District Council 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 details/photos 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

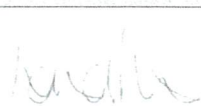
**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name

Laura Millward

(Print name of contact person/applicant)

Signed:

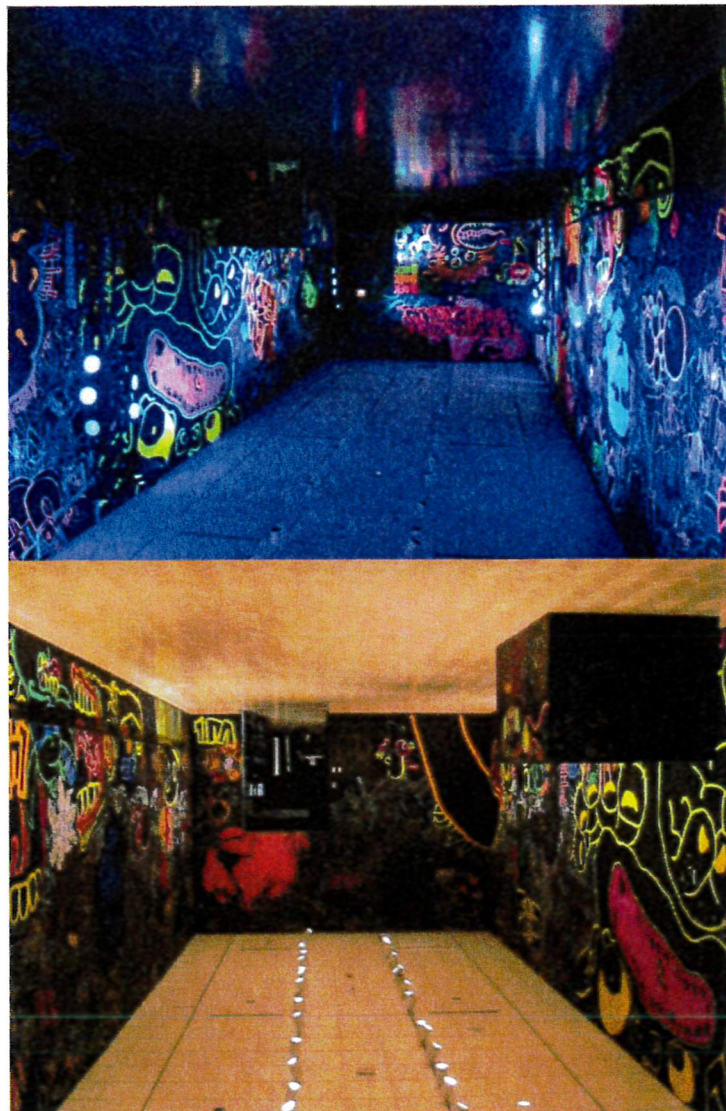


(Applicant or arts organisation's contact person)

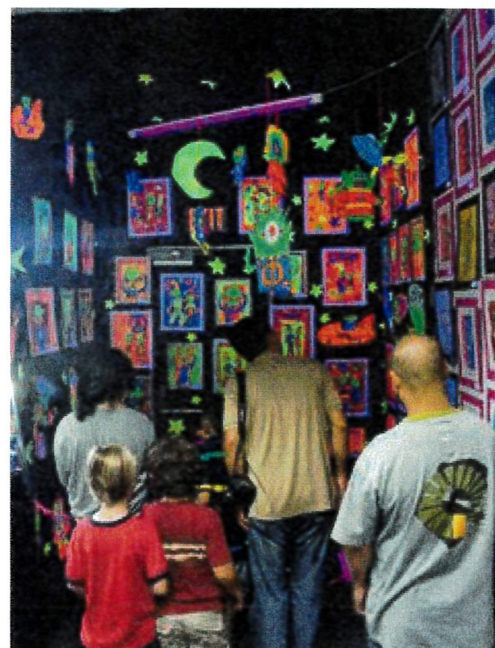
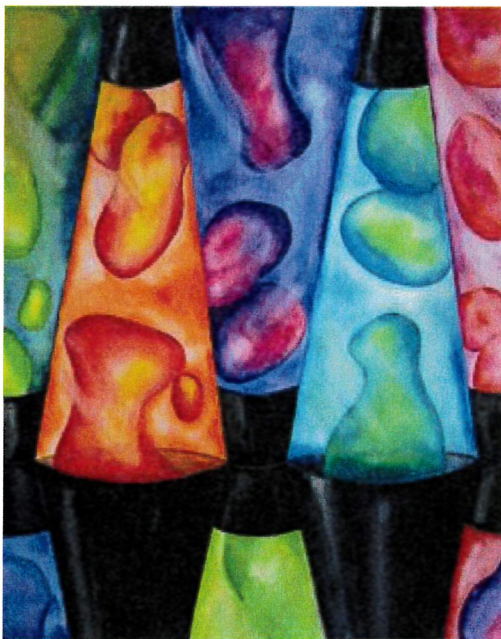
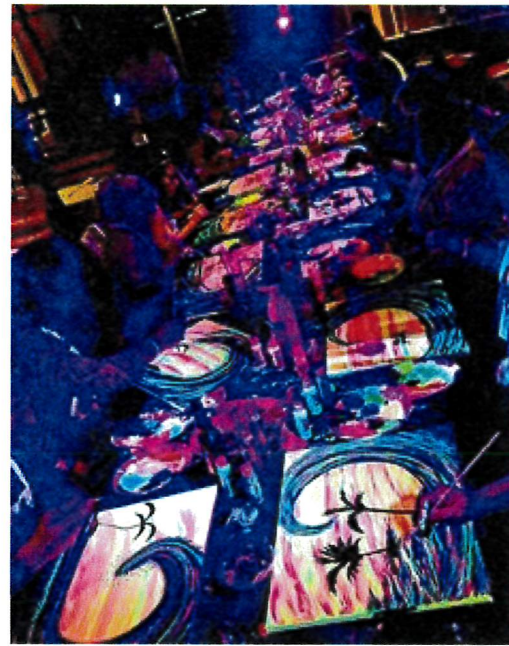
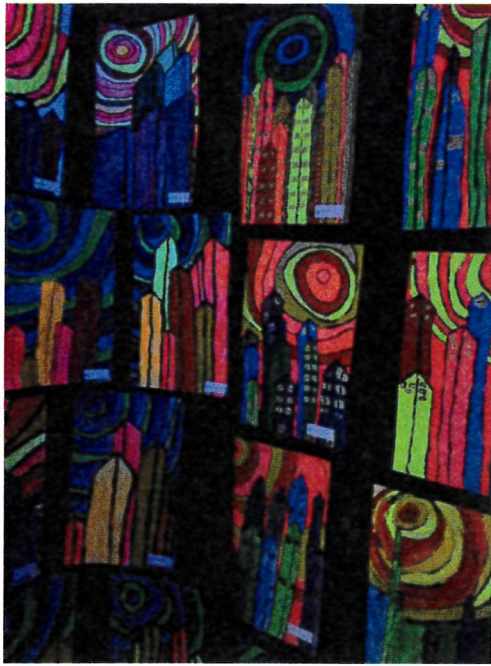
Date:

28.07.2022









# PART 1: APPLICANT<sup>63</sup> DETAILS

## Name and contact details

Are you applying as an individual or group?

Individual

☐

Group

☒

Full name of applicant:

Te Whare Toi o Ngaaruawaahia

Contact person (for group):

Laura Millward

Street address/PO Box:

Suburb:

Town/City:

Waikato

Postcode:

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

Te Whare Toi O Ngaaruawaahia

GST number:

090 768 603

Bank account number:

*If you are successful, your grant will be deposited into this account*

## Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☒

Detail:

Pacific Peoples:

☒

Detail:

Asian:

☒

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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

Yes:

☒

No:

☐

*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.*

## How did you hear about the Creative Communities Scheme? (select **ONE** and mark with an X)

☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide

Current recipient

## PART 2: PROJECT DETAILS



**Project name:** Holiday Program Term 1 2023

**Brief description of project:**

Tamariki aged between 6 - 13yrs will be able to participate in school Holiday Art/Craft Workshops

**Project location, timing and numbers**

Venue and suburb or town:

18 Herschel Street Ngaruawahia

Start date:

12.4..2023

Finish date:

20.4.2023

Number of active participants:

34

Number of viewers/audience members:

n/a

**Funding criteria:** (select **ONE** and mark with an X)

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

☐

**Access and participation:** Create opportunities for local communities to engage with, and participate in local arts activities

☐

**Diversity:** Support the diverse artistic cultural traditions of local communities

☒

**Young people:** Enable young people (under 18 years of age) to engage with, and participate in the arts

**Artform or cultural arts practice:** (select **ONE** and mark with an X)

☒

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☐

Ngā toi Māori

☐

Pacific arts

☐

Multi-artform (including film)

☐

Theatre

☐

Visual arts

**Activity best describes your project** (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☒

Creation and presentation

☐

Presentation only (exhibition)

☐

Workshop/wānanga



## Project details

The boxes below will expand as you type. If you are completing this application by hand you may need to expand these boxes *before* you print this form and/or add additional sheets. If you do, please clearly label these additional sheets using the headings below.

### 1. The idea/Te kaupapa: What do you want to do?

In our last Holiday Program 24 of the 48 spaces were new/first time enrolments to our programs. They are attracting more and more Tamariki to participate. We Would like to Provide 3 Holiday program Workshops for Tamariki to enjoy in the school Holidays.

We propose to provide the following

No Sew pillows (9-13yrs)

Bubble Art (6-8yrs)

Ugly Dolls (8yrs and up)

Tamariki will develop skills in hand sewing, drawing and craft.

### 2. The process/Te whakatutuki: How will the project happen?

Centre Tutors and community volunteers will work with Tamariki at our art centre, Each workshop will allow Tamariki to explore their individual creativity. They will be able to take home-completed works.

No- sew Pillows and Bubble art will run as half-day sessions. Ugly dolls will be a full day workshop.

### 3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

We have a range of tutors with various areas of expertise. 34 Tamariki from our community and outer lying areas will learn from them. Activities cater to both boys and girls. Each activity allows children to create an item designed to their own tastes, interests and individuality. Tamariki will be aged between 6 - 15 years old, dependent on which workshop they choose.

### 4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity or young people.

Activities cater to both boys and girls. Each activity allows children to add in their own tastes, interests and individuality. Tamariki will be aged between 6 -13 years.



# PROJECT DETAILS <sup>66</sup>(budget)

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☒    Do NOT include GST in your budget  
    No    ☐    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item eg hall hire</b>	<b>Detail e.g. 3 days' hire at \$100 per day</b>	<b>Amount e.g. \$300</b>
Tutoring Fee	X16 Hours \$30 per Hours	480.00
Materials	Black Paper, Beads, wire, polar fleece, filling, needles, thread, iron on patches, Fabric	469.47
<b>Total Costs</b>		949.47
<b>Project Income</b>	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.	
<b>Income e.g. ticket sales</b>	<b>Detail e.g. 250 tickets at \$15 per ticket</b>	<b>Amount e.g. \$3,750</b>
\$10 per student	(8.69 gst exc) x 24	208.56
\$15 per Student	(13.04 gst exc) x10	130.40
<b>Total Income</b>		<b>338.96</b>
<b>Costs less income</b>	<i>This is the maximum amount you can request from CCS</i>	
<b>Amount you are requesting from the Creative Communities Scheme</b>		<b>\$610.51</b>

# PROJECT DETAILS <sup>67</sup>(budget)

## Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed
	Nil – We apply to other funders for other classes		

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
October 2020	Art Attack	718.99	Yes
April 2021	School Holiday Workshop T2 2021	300.00	Yes
April 2021	Tamariki Art Club T3 2021	1000.00	Yes
Oct 2021	Christmas Workshop T4 2021	253.00	Yes
May 2022	Date night Term 3 2022 – Not yet completed	548.25	No

### Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Please send application to:** [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)

If you have any further questions, please contact [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)  
0800 492 452 - Lianne van den Bemd



# PART 3: DECLARATION<sup>68</sup>

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
  - ☒ 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
  - ☒ Keep receipts and a record of all expenditure for seven years
  - ☒ Participate in any funding audit of my organisation or project conducted by the local council
  - ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
  - ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
  - ☒ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name

Laura Millward

(Print name of contact person/applicant)

Signed:



(Applicant or arts organisation's contact person)

Date:

27.7.2022



## No sew pillows



no-sew heart pillow



## Beaded wands and bubble art



# PART 1: APPLICANT<sup>70</sup> DETAILS

## Name and contact details

Are you applying as an individual or group?

Individual

☐

Group

☒

Full name of applicant:

Te Whare Toi o Ngaaruawaahia-Twin Rivers Community Art

Contact person (for group):

Laura Millward

Street address/PO Box:

Suburb:

Town/City:

Waikato

Postcode:

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

Te Whare Toi O Ngaaruawaahia

GST number:

090 768 603

Bank account number:

*If you are successful, your grant will be deposited into this account*

## Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

X

Detail:

Māori:

X

Detail:

Pacific Peoples:

X

Detail:

Asian:

X

Detail:

Middle Eastern/Latin American/African:

Detail:

Other:

Detail:

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

Yes:

x

No:

☐

*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.*

## How did you hear about the Creative Communities Scheme? (select **ONE** and mark with an X)

☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide

Current recipient

## PART 2: PROJECT DETAILS<sup>74</sup>

**Project name:** Introduction to Graffiti Art

Brief description of project:

Tamariki Aged 9-13yrs will learn the foundations and beginner skills of graffiti art

### Project location, timing and numbers

Venue and suburb or town:

18 Herschel Street Ngaruawahia

Start date:

17<sup>th</sup> October 2022

Finish date: 17 December

Number of *active* participants:

10

Number of viewers/audience members:

n/a

**Funding criteria:** (select **ONE** and mark with an X)

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

☐ **Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐ **Diversity:** *Support the diverse artistic cultural traditions of local communities*

☒ **Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

**Artform or cultural arts practice:** (select **ONE** and mark with an X.)

☒ Craft/object art

☐ Dance

☐ Inter-arts

☐ Literature

☐ Music

☐ Ngā toi Māori

☐ Pacific arts

☐ Multi-artform (including film)

☐ Theatre

☐ Visual arts

**Activity best describes your project?** (select **ONE** and mark with an X)

☐ Creation only

☐ Presentation only (performance or concert)

☒ Creation and presentation

☐ Presentation only (exhibition)

☐ Workshop/wānanga

## Project details

The boxes below will expand as you type. If you are completing this application by hand you may need to expand these boxes *before* you print this form and/or add additional sheets. If you do, please clearly label these additional sheets using the headings below.

### 1. The idea/Te kaupapa: What do you want to do?

We would like to offer Tamariki aged between 8yrs and 13yrs the opportunity to learn the foundation skills needed for a journey in Graffiti art. Each class member will develop skills in the areas of letter formation, style, characters, effects, the history of graffiti art and what career paths it can lead too.

### 2. The process/Te whakatutuki: How will the project happen?

We would love to have Tamariki work with Local Artist Jardine Kaata. They will participate in weekly 1.5 hour classes at our art centre. Our Art Centre is a fun safe environment where creativity is nurtured.

### 3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

Jardine Kaata is an experienced freelance Graffiti Artist. Jardine will work alongside Art Centre staff to provide a foundation class for Tamariki in our community. Tamariki aged between 9 - 13yrs will be able to register for this class.

### 4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity or young people.

We feel there is a need for a variety of creative offerings in our community. This class will provide 10 Tamariki in our community with an opportunity to learn in a positive, professional environment. Tamariki will meet children from the community and form relationships. We hope to engage more males to participate at the art Centre by offering this class.

# PROJECT DETAILS (budget)<sup>73</sup>

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☒    Do NOT include GST in your budget  
    No    ☐    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> <i>eg hall hire</i>	<b>Detail</b> <i>e.g. 3 days' hire at \$100 per day</i>	<b>Amount</b> <i>e.g. \$300</i>
Tutor fees	16 hours @ 30.00 per hour	480.00
Materials	Work Books, Sharpies, Pencils. erasers, Sharpeners	173.91
<b>Total Costs</b>		653.10
<b>Project Income</b>	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.	
<b>Income</b> <i>e.g. ticket sales</i>	<b>Detail</b> <i>e.g. 250 tickets at \$15 per ticket</i>	<b>Amount</b> <i>e.g. \$3,750</i>
Class income	10 @ 26.09 (gst excl)	260.90
<b>Total Income</b>		260.90
<b>Costs less income</b>	<i>This is the maximum amount you can request from CCS</i>	392.20
<b>Amount you are requesting from the Creative Communities Scheme</b>		392.20



# PROJECT DETAILS <sup>74</sup>(budget)

## Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed
	Nil – We apply to other funders for other classes		

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
October 2020	Art Attack	718.99	Yes
April 2021	School Holiday Workshop T2 2021	300.00	Yes
April 2021	Tamariki Art Club T3 2021	1000.00	Yes
Oct 2021	Christmas Workshop T4 2021	253.00	Yes
May 2022	Date night Term 3 2022 – Not yet completed	548.25	No

### Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Please send application to:** [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)

If you have any further questions, please contact [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)  
0800 492 452 - Lianne van den Bemd



# PART 3: DECLARATION<sup>75</sup>

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☒ 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
- ☒ Keep receipts and a record of all expenditure for seven years
- ☒ Participate in any funding audit of my organisation or project conducted by the local council
- ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☒ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name

Laura Millward

(Print name of contact person/applicant)

Signed:



(Applicant or arts organisation's contact person)

Date:

27.07.22

# PART 1: APPLICANT<sup>76</sup> DETAILS

## Name and contact details

Are you applying as an individual or group?

Individual

☐

Group

☒

Full name of applicant:

Te Whare Toi o Ngaaruawaahia-Twin Rivers Community Art

Contact person (for group):

Laura Millward

Street address/PO Box:

Suburb:

Town/City:

Waikato

Postcode:

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

Te Whare Toi O Ngaaruawaahia

GST number:

090 768 603

Bank account number:

*If you are successful, your grant will be deposited into this account*

## Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

X

Detail:

Māori:

X

Detail:

Pacific Peoples:

X

Detail:

Asian:

X

Detail:

Middle Eastern/Latin American/African:

Detail:

Other:

Detail:

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

Yes:

x

No:

☐

*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.*

## How did you hear about the Creative Communities Scheme? (select ONE and mark with an X)

☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide

Current recipient

## PART 2: PROJECT DETAILS<sup>77</sup>

**Project name:** Whanau Date Nights Term 4 2022 and Term 1 2023

Brief description of project:

Adults and children enjoy participating in art and craft activities together as a team.

### Project location, timing and numbers

Venue and suburb or town:

18 Herschel Street Ngaruawahia

Start date:

17<sup>th</sup> October 2022

Finish date:

6<sup>th</sup> April 2023

Number of *active* participants:

48

Number of viewers/audience members:

n/a

### Funding criteria: (select **ONE** and mark with an X)

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

☒ **Access and participation:** Create opportunities for local communities to engage with, and participate in local arts activities

☐ **Diversity:** Support the diverse artistic cultural traditions of local communities

☐ **Young people:** Enable young people (under 18 years of age) to engage with, and participate in the arts

### Artform or cultural arts practice: (select **ONE** and mark with an X.)

☒ Craft/object art

☐ Dance

☐ Inter-arts

☐ Literature

☐ Music

☐ Ngā toi Māori

☐ Pacific arts

☐ Multi-artform (including film)

☐ Theatre

☐ Visual arts

### Activity best describes your project? (select **ONE** and mark with an X)

☐ Creation only

☐ Presentation only (performance or concert)

☒ Creation and presentation

☐ Presentation only (exhibition)

☐ Workshop/wānanga



## Project details

The boxes below will expand as you type. If you are completing this application by hand you may need to expand these boxes *before* you print this form and/or add additional sheets. If you do, please clearly label these additional sheets using the headings below.

### 1. The idea/Te kaupapa: What do you want to do?

We are learning more and more that families enjoy doing classes together. It helps a struggling child and gives a parent an extra boost to get in and give it a go. We would like to offer 2 date nights in Term 4 and 2 in Term 1 2023

We would like to offer the following

Fairy Door Fun

Whanau will work together to design and create fairy doors, these will bring fun and whimsy to any space

Face Painting

Whanau will learn face painting techniques, they will practice designs on mannequins and each other

Sewing

Whanau will learn to sew a basic small side bag

Wire and Bead creations

Whanau will enjoy getting creative with wire and beads to make a variety of hangings

All of these activities provide a fun social learning environment, and develop skills in, sewing, painting, design and creativity

### 2. The process/Te whakatutuki: How will the project happen?

Date Nights will take place in the evening. They are make and take activities that cater to all ages. Parents act as main support to Tamariki as they both follow the direction of a centre tutor.

### 3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

We would love Whanau in our community and outer lying areas to register and attend our classes, Activities cater to Whanau aged 6yr +. We will utilise several different tutors who have experience and a range of art/craft skills to conduct these classes.

### 4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity or young people.

Whanau 6 – 70+ get to come and work together in one class. The chosen activities cater to a variety of creative interests and abilities, affordability ensures they accessible to all.

# PROJECT DETAILS (79 budget)

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☒    Do NOT include GST in your budget  
    No    ☐    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item eg hall hire</b>	<b>Detail e.g. 3 days' hire at \$100 per day</b>	<b>Amount e.g. \$300</b>
Tutoring fee	16 Hours \$30 per hour	480.00
Materials	Fairy Doors, Accessories, Hot Glue, Fabric, wire, beads, Face Paint	382.60
<b>Total Costs</b>		782.60
<b>Project Income</b>	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.	
<b>Income e.g. ticket sales</b>	<b>Detail e.g. 250 tickets at \$15 per ticket</b>	<b>Amount e.g. \$3,750</b>
Class Fees	48 @ 5.00 per person (inc gst)	208.70
<b>Total Income</b>		208.70
<b>Costs less income</b>	<i>This is the maximum amount you can request from CCS</i>	573.90
<b>Amount you are requesting from the Creative Communities Scheme</b>		573.90

# PROJECT DETAILS (budget)

## Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed
	Nil – We apply to other funders for other classes		

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
October 2020	Art Attack	718.99	Yes
April 2021	School Holiday Workshop T2 2021	300.00	Yes
April 2021	Tamariki Art Club T3 2021	1000.00	Yes
Oct 2021	Christmas Workshop T4 2021	253.00	Yes
May 2022	Date night Term 3 2022 – Not yet completed	548.25	No

### Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Please send application to:** [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)

If you have any further questions, please contact [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)  
0800 492 452 - Lianne van den Bemd



# PART 3: DECLARATION<sup>81</sup>

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☒ 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
- ☒ Keep receipts and a record of all expenditure for seven years
- ☒ Participate in any funding audit of my organisation or project conducted by the local council
- ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☒ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name

Laura Millward

(Print name of contact person/applicant)

Signed:

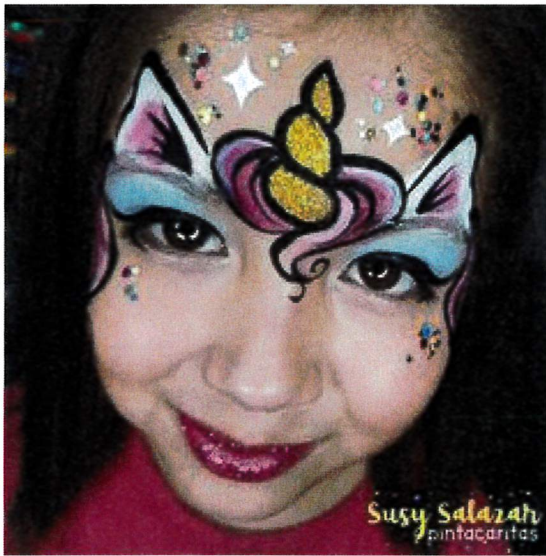


(Applicant or arts organisation's contact person)

Date:

27.07.22







Simple sling tote for kids



Wire Creations



# PART 1: APPLICANT<sup>84</sup> DETAILS

## Name and contact details

Are you applying as an individual or group?

Individual

☐

Group

☒

Full name of applicant:

Te Whare Toi o Ngaaruawaahia-Twin Rivers Community Art

Contact person (for group):

Laura Millward

Street address/PO Box:

Suburb:

Town/City:

Waikato

Postcode:

Country:

New Zealand

Email:

Telephone (day):

All correspondence will be sent to the above email or postal address

Name on bank account:

Te Whare Toi O Ngaaruawaahia

GST number:

090 768 603

Bank account number:

If you are successful, your grant will be deposited into this account

## Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

X

Detail:

Māori:

X

Detail:

Pacific Peoples:

X

Detail:

Asian:

X

Detail:

Middle Eastern/Latin American/African:

Detail:

Other:

Detail:

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

Yes:

x

No:

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.

## How did you hear about the Creative Communities Scheme? (select ONE and mark with an X)

☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide

Current recipient

## PART 2: PROJECT DETAILS

**Project name:** Tamariki Art Club Term 4 2022

Brief description of project:

Tamariki aged between 6 and 13 years are able to participate in a weekly after school workshop.

### Project location, timing and numbers

Venue and suburb or town:

18 Herschel Street Ngaruawahia

Start date:

17.10.22

Finish date:

17.12.22

Number of *active* participants:

23

Number of viewers/audience members:

n/a

### Funding criteria: (select **ONE** and mark with an X)

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

☐

**Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐

**Diversity:** *Support the diverse artistic cultural traditions of local communities*

☒

**Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

### Artform or cultural arts practice: (select **ONE** and mark with an X.)

☒

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☐

Ngā toi Māori

☐

Pacific arts

☐

Multi-artform (including film)

☐

Theatre

☐

Visual arts

### Activity best describes your project? (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☒

Creation and presentation

☐

Presentation only (exhibition)

☐

Workshop/wānanga

## Project details

The boxes below will expand as you type. If you are completing this application by hand you may need to expand these boxes *before* you print this form and/or add additional sheets. If you do, please clearly label these additional sheets using the headings below.

### 1. The idea/Te kaupapa: What do you want to do?

We have been offering an after school art club program to Tamariki in our community for some time now. These classes have provided a solid foundation for our Art Centre. Children are developing wonderful artistic and creative skills. They are building friendships, and feel a huge sense of pride and confidence having their mahi displayed in our Community Art Exhibitions. We would love to continue to offer this program. We are aware that we offer these continually, however, our content is always changing and we get new children every Term. This Term we would like to offer weekly art classes themed on exciting, well known childrens books, eg Harry Potter, Wings of Fire, Maui myths and legends, the BFG, Where the wild things are, and Dr Seuss Happy Birthday you. Tamariki will develop a range of skills in Hand Sewing, Drawing, Sculpting, Collage and Painting.

### 2. The process/Te whakatutuki: How will the project happen?

We will hold Weekly classes 1.5 hours in duration. We work hard to create a warm fun environment where all tamariki come and feel safe to explore their individual creativity.

### 3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

Monique Heward has vast experience in working with diverse groups of Tamariki. Monique is passionate about making art enjoyable, and fosters an everyone can 'love art' attitude. Monique would work with two different age groups in 2 separate classes. Tamariki aged 6-8yrs and 9-12yrs. We also have a teen volunteer who assists our tutor with our younger Tamariki.

### 4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity or young people.

We would cater to 23 tamariki in our community and outer lying areas, Activities encourage participation from both boys and girls, children have to ability to explore their thoughts culture and beliefs in all areas of creativity in a safe inclusive environment.

# PROJECT DETAILS <sup>87</sup>(budget)

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☒    Do NOT include GST in your budget  
    No    ☐    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> <i>eg hall hire</i>	<b>Detail</b> <i>e.g. 3 days' hire at \$100 per day</i>	<b>Amount</b> <i>e.g. \$300</i>
Tutor Fees	x32 Hours \$30 Per Hour	960.00
Materials	Felt, Embroidery Thread, Dowling Rod, Cartridge paper, Pencils, Glue Sticks, Model magic, Glass Paint, Glow Sticks, Beads, paint, Fish Hook, Jute rope, Needles, Feathers, pom poms	675.62
<b>Total Costs</b>		1635.62
<b>Project Income</b>	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.	
<b>Income</b> <i>e.g. ticket sales</i>	<b>Detail</b> <i>e.g. 250 tickets at \$15 per ticket</i>	<b>Amount</b> <i>e.g. \$3,750</i>
Class fees	23 @ 43.48 gst exc	1000.04
<b>Total Income</b>		1000.04
<b>Costs less income</b>	<i>This is the maximum amount you can request from CCS</i>	635.58
<b>Amount you are requesting from the Creative Communities Scheme</b>		635.58



# PROJECT DETAILS (budget)<sup>88</sup>

## Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed
	Nil – We apply to other funders for other classes		

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
October 2020	Art Attack	718.99	Yes
April 2021	School Holiday Workshop T2 2021	300.00	Yes
April 2021	Tamariki Art Club T3 2021	1000.00	Yes
Oct 2021	Christmas Workshop T4 2021	253.00	Yes
May 2022	Date night Term 3 2022 – Not yet completed	548.25	No

### Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Please send application to:** [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)

If you have any further questions, please contact [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)  
0800 492 452 - Lianne van den Bemd



# PART 3: DECLARATION<sup>89</sup>

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☒ 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
- ☒ Keep receipts and a record of all expenditure for seven years
- ☒ Participate in any funding audit of my organisation or project conducted by the local council
- ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☒ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name Laura Millward

(Print name of contact person/applicant)

Signed:



(Applicant or arts organisation's contact person)

Date: 27.07.2022





Educational Activities

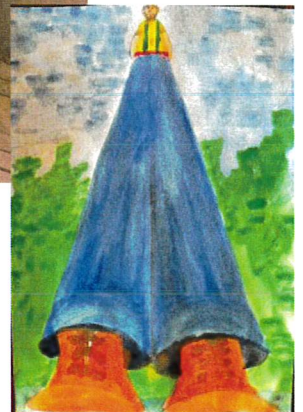
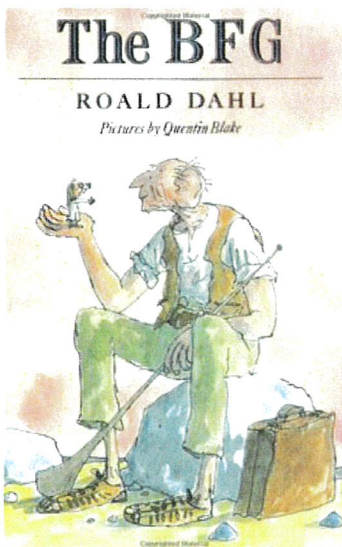
## Where The Wild Things Are

ORGANIZEDHOMESCHOOLER.COM

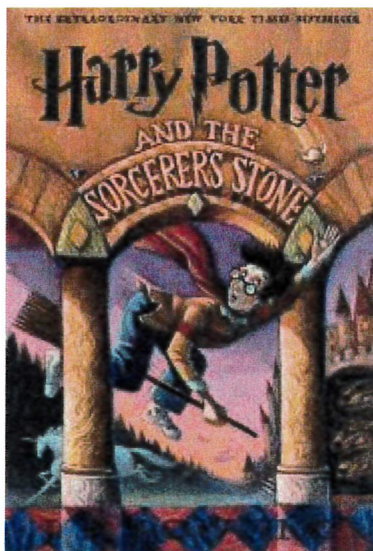
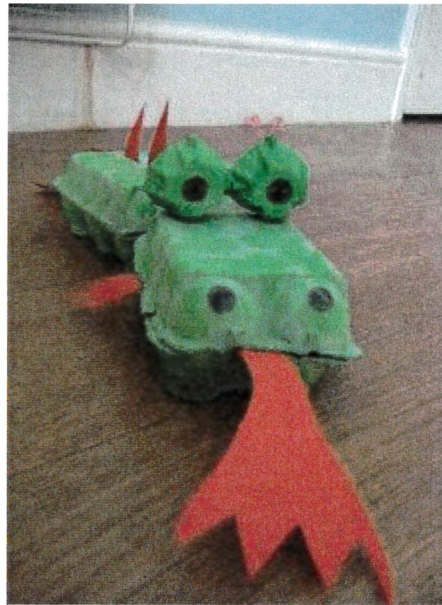
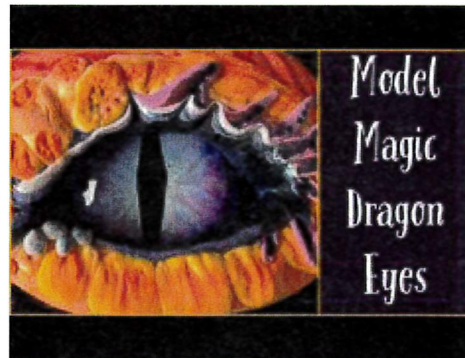
## WHERE THE WILD THINGS ARE



STORY AND PICTURES BY MAURICE SENDAK

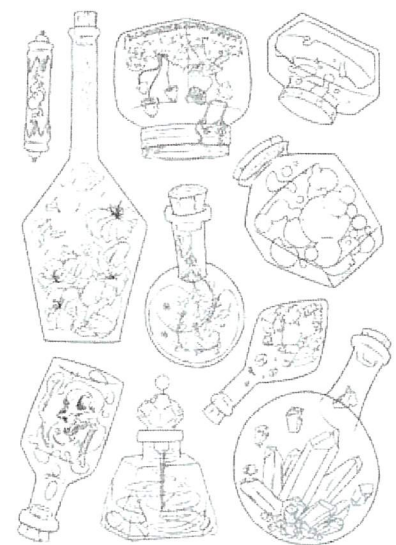




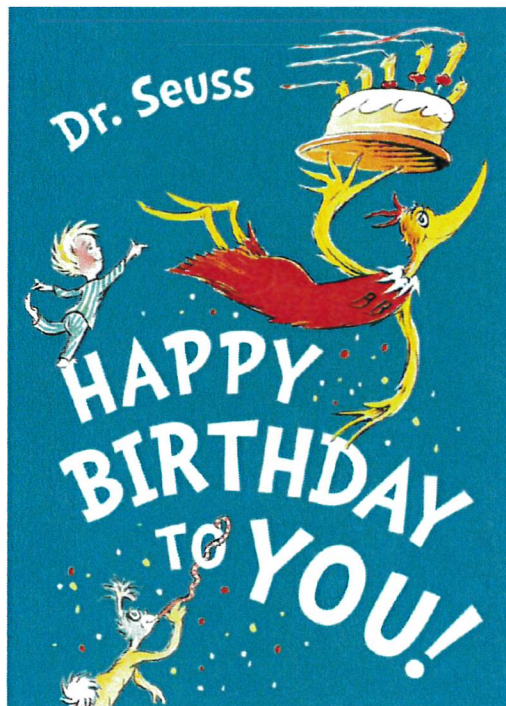
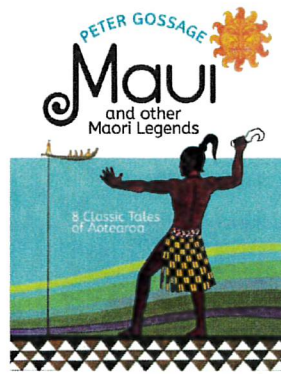
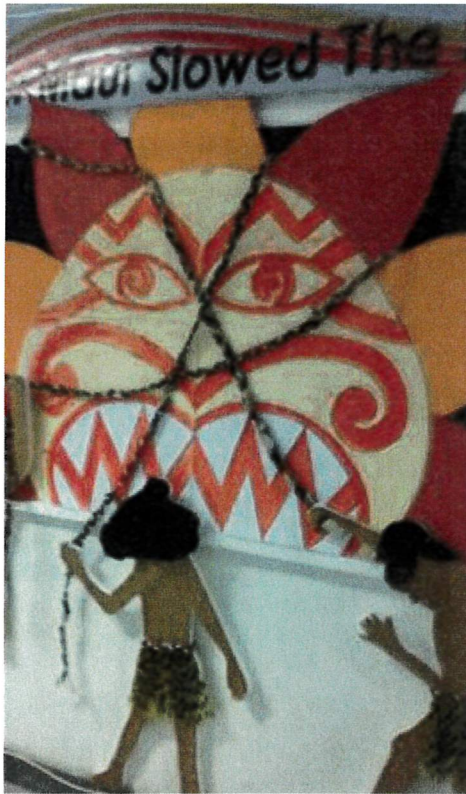


## DIY HARRY POTTER PENCIL WANDS

SISTERSUBAT.COM







# PART 1: APPLICANT<sup>93</sup> DETAILS

## Name and contact details

Are you applying as an individual or group?

Individual

☐

Group

☒

Full name of applicant:

Te Whare Toi o Ngaaruawaahia-Twin Rivers Community Art

Contact person (for group):

Laura Millward

Street address/PO Box:



Suburb:

Town/City:

Waikato

Postcode:

Country:

New Zealand

Email:

Telephone (day):

All correspondence will be sent to the above email or postal address

Name on bank account:

Te Whare Toi O Ngaaruawaahia

GST number:

090 768 603

Bank account number:



If you are successful, your grant will be deposited into this account

## Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☒

Detail:

Pacific Peoples:

☒

Detail:

Asian:

☒

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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

Yes:

☒

No:

☐

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.

## How did you hear about the Creative Communities Scheme? (select **ONE** and mark with an X)

☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide

Current recipient

## PART 2: PROJECT DETAILS

**Project name:** Tamariki Art Club Term 1 2023

Brief description of project:

Weekly Art Classes for Tamariki aged 6-12yrs

### Project location, timing and numbers

Venue and suburb or town:

18 Herschel Street Ngaruawahia

Start date:

14.2.2023

Finish date: 14.4.2023

Number of *active* participants:

23

Number of viewers/audience members:

n/a

### Funding criteria: (select **ONE** and mark with an X)

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

☐

**Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐

**Diversity:** *Support the diverse artistic cultural traditions of local communities*

☒

**Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

### Artform or cultural arts practice: (select **ONE** and mark with an X.)

☒

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☐

Ngā toi Māori

☐

Pacific arts

☐

Multi-artform (including film)

☐

Theatre

☐

Visual arts

### Activity best describes your project? (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☒

Creation and presentation

☐

Presentation only (exhibition)

☐

Workshop/wānanga

## Project details

The boxes below will expand as you type. If you are completing this application by hand you may need to expand these boxes *before* you print this form and/or add additional sheets. If you do, please clearly label these additional sheets using the headings below.

### 1. The idea/Te kaupapa: What do you want to do?

We Currently Provide after school art classes for up to 20+ Tamariki, these are popular and enjoyed by many. In our term 3 6-8yr old class we have 8 out of 10 new enrolments, our 9 – 12yr old class has 5 out of 12 new enrolments both classes have waiting lists. These classes are a positive outlet for all Tamariki involved. Tamariki gain a sense of self, a love or enjoyment of art/craft and they build relationships with other Tamariki that they don't usually go to school with. They create beautiful art works that they get to share with their families and members of the community at our Community Art Exhibitions. We would love to keep offering this to Tamariki in our community.

We would like to spend the Term exploring art works and activities done with cardboard boxes these will include

Book Nook creations  
Robot construction  
Matchbox minis  
Shadowbox art  
Mine craft portraits  
Animal collage  
Maze crafts

Tamariki will develop skills in construction, design, painting, collage, drawing, and sculpture.

### 2. The process/Te whakatutuki: How will the project happen?

Classes run weekly during the term, and are 1.5 hours in duration, classes will cost \$50 for the term, this helps toward the cost of running the class.

### 3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

Tutor Monique Heward is passionate about Tamariki believing they can create art. A wide range of activities are planned to cater to the various interests and abilities of the tamariki. The goal is to instil a love for creativity into these tamariki.. Monique will work with a centre volunteer to deliver planned programs to our Tamariki, 23 Tamariki ages between 6yrs and 12yrs will be able to participate in the two classes.

### 4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity or young people.

We currently advertise on our facebook page and other local community pages this along with the affordable cost makes it accessible to all. Keeping costs low allows families with more than one child to participate. Activities are planned to cater to a wide variety of ages and stages. With our waiting lists growing it may be an indicator that there is more demand for more classes like this in the near future.

# PROJECT DETAILS <sup>96</sup>(budget)

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☒    Do NOT include GST in your budget  
    No    ☐    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item eg hall hire</b>	<b>Detail e.g. 3 days' hire at \$100 per day</b>	<b>Amount e.g. \$300</b>
Tutoring fees	X32 hours, \$30 per Hour	\$960.00
Materials	Tin foil, Miniatures, Cartridge paper, shadow Boxes, coloured paper, hot glue, twinkle lights, sharples, paint	\$667.80
<b>Total Costs</b>		1627.80
<b>Project Income</b>	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.	
<b>Income e.g. ticket sales</b>	<b>Detail e.g. 250 tickets at \$15 per ticket</b>	<b>Amount e.g. \$3,750</b>
Class income	\$43.47 (gst exc) x 23	999.81
<b>Total Income</b>		999.81
<b>Costs less income</b>	<i>This is the maximum amount you can request from CCS</i>	627.99
<b>Amount you are requesting from the Creative Communities Scheme</b>		<b>\$627.99</b>



# PROJECT DETAILS <sup>97</sup>(budget)

## Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed
	Nil – We apply to other funders for other classes		

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
October 2020	Art Attack	718.99	Yes
April 2021	School Holiday Workshop T2 2021	300.00	Yes
April 2021	Tamariki Art Club T3 2021	1000.00	Yes
Oct 2021	Christmas Workshop T4 2021	253.00	Yes
May 2022	Date night Term 3 2022 – Not yet completed	548.25	No

### Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Please send application to:** [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)

If you have any further questions, please contact [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)  
0800 492 452 - Lianne van den Bemd

# PART 3: DECLARATION<sup>98</sup>

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☒ 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
- ☒ Keep receipts and a record of all expenditure for seven years
- ☒ Participate in any funding audit of my organisation or project conducted by the local council
- ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☒ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name

Laura Millward

(Print name of contact person/applicant)

Signed:

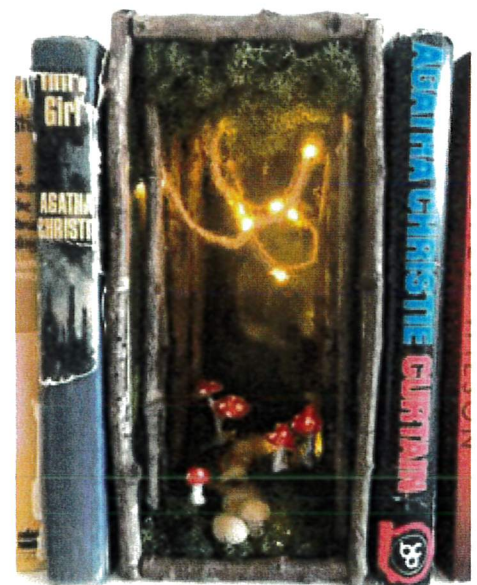
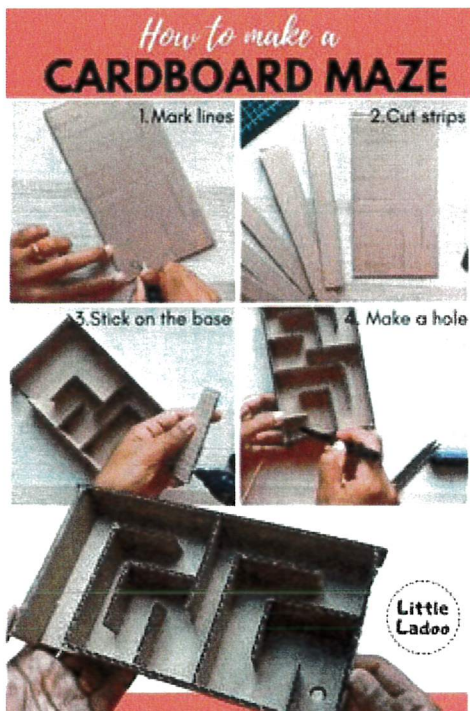
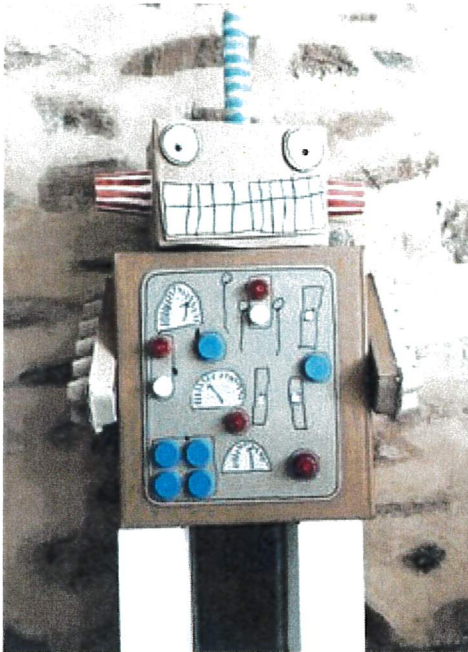
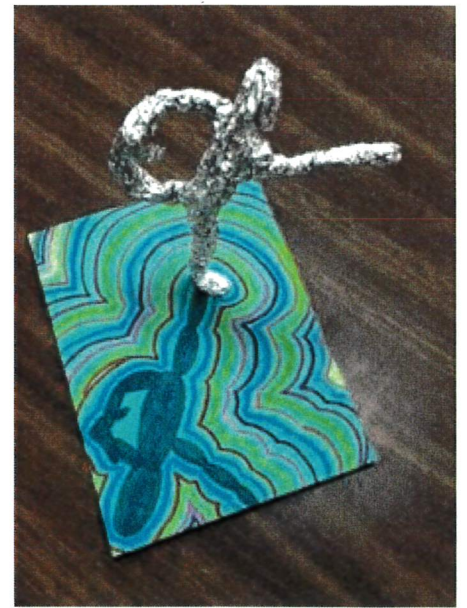


(Applicant or arts organisation's contact person)

Date:

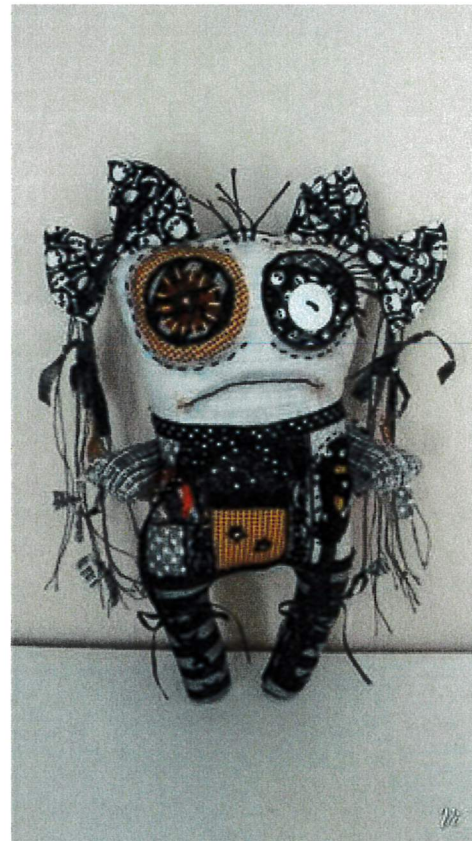
27.07.2022







Ugly dolls



**Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc**  
**Financial Statements**  
**For the Year Ended 31st March 2021**



**Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc**

Directory

As at 31st March 2021

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Executive Committee

Chairperson

June Rowland

Secretary

Darin Blackman

Treasurer

Wendy Katipo

Committee

Irene Brady

Kerry Randall

Bankers

First Credit Union



**Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc**  
**Trading Accounts**  
**For the 12 Months Ended 31 March 2021**

	<b>2021</b>	<b>2020</b>
	<b>\$</b>	<b>\$</b>
<b>REVENUE</b>		
Sales & Commissions	1,919	17
Covid 19 Wage Subsidy	15,430	
MSD Participation Incl Grant	18,500	
COGS	8,000	1,000
Facility Hire	452	-
Fund Raising	1,409	2,370
Membership Fees	339	209
Classes	5,190	6,046
DV Bryant	3,500	5,000
Norah Howell Trust	2,000	-
Lotteries	28,750	16,865
Lion Foundation	15,000	15,000
North Waikato Arts Collective	2,000	
Creative Communities	5,787	18,022
Creative Waikato	1,000	
Tamariki Art Club Fees	1,278	
Donations	1,137	3,378
Trust Waikato	20,000	20,000
Fraser Adult Community Education	-	2,680
Matariki	-	5,133
WDC Funding	5,000	8,500
WEL Energy	45,000	30,000
Other Income	2,000	
Interest	97	231
Add Grants Received Last Year for This Year	3,015	-
Less Grants Received for Next Year	(17,500)	(3,015)
<b>Total Revenue</b>	<b>169,303</b>	<b>131,436</b>



**Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc**  
**Statement of Financial Performance**  
**For the 12 Months Ended 31 March 2021**

	2021	2020
	\$	\$
<b>LESS EXPENSES</b>		
Accident Compensation Levy	166	99
Audit Fees	485	400
Administration Fees	-	11,500
Art Sales Reimbursements	1,578	-
Bank Charges	71	15
Capital Purchases under \$500	553	-
Class Materials / Tutor Fees	6,812	11,810
Computer Expenses	1,214	752
Conference Costs	-	160
Cleaning	425	-
Covid 19 Grant Expenses	9,509	
Events	-	261
Fundraising Expenses	378	
Donations	200	
General Expenses	1,414	351
Insurance	2,105	2,100
Interest Expense	-	70
Lawns & Grounds	1,292	1,545
Matariki Expenses	-	4,610
Matariki School Project	72	2,826
Power	2,037	2,044
Printing, Stamps & Stationery	795	657
Prizes	1,110	
Program Expenses	3,821	
Rents	9,216	11,867
Repairs & Maintenance	765	98
Staff Expenses	300	174
Telephone, Tolls & Internet	1,993	1,238
Volunteer Expenses	109	438
Wages & Salaries	86,810	55,177
Xero Accounting Fee	358	
<b>Total Expenses</b>	<b>133,588</b>	<b>108,192</b>
<b>Net (Deficit)/Surplus Before Depreciation</b>	<b>35,715</b>	<b>23,244</b>
<b>LESS DEPRECIATION</b>		
Depreciation as per Schedule	1,246	381
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$34,469</b>	<b>\$22,863</b>

**Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc**  
**Statement of Financial Position**  
**As at 31 March 2021**

	<b>2021</b>	<b>2020</b>
	<b>\$</b>	<b>\$</b>
<b>CURRENT ASSETS</b>		
First Credit 00	71,371	24,420
First Credit 02	7,631	5,345
First Credit 03	2,209	3,776
First Credit 04	3,666	2,479
First Credit 05	81	303
Accounts Receivable	100	
<b>Total Current Assets</b>	<b>85,058</b>	<b>36,323</b>
<b>NON-CURRENT ASSETS</b>		
Property, Pant & Equipment	14,239	3,675
<b>Total Assets</b>	<b>99,297</b>	<b>39,998</b>
<b>CURRENT LIABILITIES</b>		
Accounts Payable	12,832	1,692
GST	1,731	2,919
Voices of Suicide Bereaved Whanau	393	
Grants in Advance	17,500	3,015
<b>Total Current Liabilities</b>	<b>32,456</b>	<b>7,626</b>
<b>Total Liabilities</b>	<b>32,456</b>	<b>7,626</b>
<b>NET ASSETS</b>	<b>\$66,841</b>	<b>\$32,372</b>
<b>Represented by:</b>		
<b>Accumulated Funds</b>	<b>66,841</b>	<b>32,372</b>
<b>TOTAL EQUITY</b>	<b>\$66,841</b>	<b>\$32,372</b>



**Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc**  
**Detailed Equity Accounts**  
**As at 31 March 2021**

	<b>2021</b>	<b>2020</b>
	<b>\$</b>	<b>\$</b>
<b>Centre Equity</b>		
Opening Balance	32,372	9,509
Add Net Profit (Loss)	34,469	22,863
Closing Balance	66,841	32,372
<b>Total Equity Accounts</b>	<b>\$66,841</b>	<b>\$32,372</b>

**Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc**

## Depreciation Schedule

For the Year Ended 31st March 2021

Asset	Cost Price	Book Value 1/04/2020	Additions	----- Depreciation -----			Accum Depn 31/03/2021	Book Value 31/03/2021
				Month	Rate	\$		
Leadlight	1,291	342		12	10	Yr DV	34	983
8x Plinths	200	33		12	10	Yr DV	3	170
6x Sewing Machines	1,800	486		12	13	Yr DV	37	1,351
Overlocker	200	54		12	13	Yr DV	4	150
2 Blue Tables	200	33		12	10	Yr DV	3	170
Kiln	3,500	240		12	6	Yr DV	40	3,300
Sewing Machine	300	108		12	13	Yr DV	8	200
10x Moulds	300	49		12	10	Yr DV	5	256
Flags	514	217		12	10	Yr DV	22	319
Gazebos & Bags	1,083	480		12	10	Yr DV	48	651
Roll Sign	590	277		12	10	Yr DV	28	341
Furniture	498	492		12	15	Yr DV	33	39
Computer Upgrades	978	864		12	5	Yr DV	173	287
Heat Pumps			10,460	9	10	Yr DV	785	785
Laptop			1,350	1	5	Yr DV	23	23
	11,454	3,675	11,810			1,246	9,025	14,239



**Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc**

Notes to the Financial Statements

For the 12 Months Ended 31st March 2021

**1 STATEMENT OF ACCOUNTING POLICIES**

These financial statements are for Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc.

Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc is an incorporated club engaged in the business of providing Artistic opportunities for people in the community.

Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc is a charitable organisation.

Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc qualifies for differential reporting exemptions based on the following criteria;

- It is not publicly accountable and
- It is not large as defined by the New Zealand Institute of Chartered Accountants.

Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc has adopted all available differential reporting exemptions.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on a historical cost basis have been used with the exception of certain items for which specific accounting policies have been identified.

**Specific Accounting Policies.**

In the preparation of these financial statements, the specific accounting policies are as follows:

**(a) Property, Plant & Equipment**

The entity has the following classes of Property, Plant & Equipment:

Plant & Equipment      0-60% DV, CP or SL

All property, plant & equipment are stated at cost less depreciation.

Depreciation has been calculated in accordance with rates permitted under the Income Tax Act 2007

**(b) Goods and Services Tax**

The financial statements have been prepared on a GST exclusive basis with the exception of accounts receivable and accounts payable which are shown inclusive of GST.

**© Revenue**

Sales of goods are recognised when they have been delivered and accepted by the customer.  
Interest income is recognised using the effective interest method.

**(d) Receivables**

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.



**Te Whare Toi O Ngaruawahia - Twin Rivers Community Art Centre Inc**

Notes to the Financial Statements

For the 12 Months Ended 31st March 2021

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**2 AUDIT**

These financial statements have been audited.

**3 CONTINGENT LIABILITIES**

At balance date there are no known contingent liabilities (Last Year: \$0). Te Whare Toi O Ngaruawahia - Twin Rivers community Art Centre Inc has not granted any securities in respect of liabilities payable by any other party whatsoever.

**4 RELATED PARTIES**

There were no related party transactions during the year under review.

**5 SUBSEQUENT EVENTS**

As at balance date there were no known subsequent events.



**AUDITORS REPORT****FOR TE WHARE TOI O NGARUAWAHIA - TWIN RIVERS ART CENTRE INC  
FOR THE YEAR ENDED 31 MARCH 2021**

I have audited the attached financial statements for Te Whare Toi O Ngaruawahia - Twin Rivers Art Centre Incorporated. The financial statements provide information about the past financial performance of the Organisation and its financial position as at 31 March 2021. This information is stated in accordance with the accounting policies set out with these statements.

Auditor's responsibilities

It is my responsibility to express an independent opinion for the financial statements presented by the Organisation and report my opinion.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial statements. It also includes assessing:

- The significant estimates and judgement made by the Organisation in the preparation of the financial statements; and
- Whether the accounting policies are appropriate to the circumstances, consistently applied and adequately disclosed.

I conducted an audit in accordance with generally accepted auditing standards in New Zealand, except that my work was limited as explained below. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary. I obtained sufficient evidence to give a reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. In forming my opinion, I also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in my capacity as Auditor, I have no relationship with or interest in the Organisation.

In my opinion, the financial statements fairly reflect the results of the activities and the financial position of the Organisation as at 31 March 2021.

My audit report was completed on 30 June 2021 and my unqualified opinion is expressed as at that date.



**Graham Haines** ACCM, DipMgtSt

**Name and contact details**

Are you applying as an individual or group?

Individual

☐

Group

☒

Full name of applicant:

Raglan Community Arts Council

Contact person (for group):

Jacqueline Anderson, Manager Raglan Old School Arts Centre

Street address/PO Box:

Suburb:

Town/City:

Postcode:

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

Raglan Community Arts Council

GST number:

55 079 161

Bank account number:

*If you are successful, your grant will be deposited into this account***Ethnicity of applicant/group** (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☒

Detail:

Pacific Peoples:

☒

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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

Yes:

☒

No:

☐*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.***How did you hear about the Creative Communities Scheme?** (select **ONE** and mark with an X)☒ Council website☐ Creative NZ website☐ Social media☐ Council mail-out☐ Local paper☐ Radio☐ Council staff member☐ Poster/flyer/brochure☐ Word of mouth☐ Other (please provide



**Project name:** Raglan Artists Preview Exhibition

Brief description of project:

An artist exhibition of local Raglan artists

**Project location, timing and numbers**

Venue and suburb or town:

Raglan Old School Arts Centre, 5 Stewart St

Start date:

1<sup>st</sup> October

Finish date:

25<sup>th</sup> October

Number of *active* participants:

50

Number of viewers/audience members:

1,500

**Funding criteria:** (select **ONE** and mark with an X)

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's focus.

☒ **Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐ **Diversity:** *Support the diverse artistic cultural traditions of local communities*

☐ **Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

**Artform or cultural arts practice:** (select **ONE** and mark with an X.)

☐ Craft/object art

☐ Dance

☐ Inter-arts

☐ Literature

☐ Music

☐ Ngā toi Māori

☐ Pacific arts

☐ Multi-artform (including film)

☐ Theatre

☒ Visual arts

**Activity best describes your project?** (select **ONE** and mark with an X)

☐ Creation only

☐ Presentation only (performance or concert)

☒ Creation and presentation

☐ Presentation only (exhibition)

☐ Workshop/wānanga

## Project details

The boxes below will expand as you type. If you are completing this application by hand you may need to expand these boxes *before* you print this form and/or add additional sheets. If you do, please clearly label these additional sheets using the headings below.

### 1. The idea/Te kaupapa: What do you want to do?

A local exhibition and presentation of local Whaingaroa artists showcasing many forms of art such as photography, jewellery, sculpture, painting, harakeke

### 2. The process/Te whakatutuki: How will the project happen?

42 local artists will present one main piece of art work to showcase their artist studios. A call for artists will take place in August for artists to begin to work on their art piece. The exhibition will be curated by local artist Jane Galloway. The exhibition opening will take place Friday 30<sup>th</sup> September. This event will be an opportunity for all artists to connect and provide support to each other in the lead up to a main key event the Raglan Arts Open Studio Weekend which has been postponed twice due to Covid. The opening event invitation will also be extended to artists whanau and friends who have been supporting the artists through a challenging Covid time. Sponsors and advertisers will also be invited to the opening night. The Raglan Arts Weekend will take place Labour Weekend October 22<sup>nd</sup>, 23<sup>rd</sup>, 24<sup>th</sup> October. The preview exhibition will be open 7 days a week 10am – 2pm over 23 days and will provides a unique PR and marketing opportunity in the lead up to the open studio weekend.

### 3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

42 artists will participate in the exhibition. Since the pandemic, the Old School gallery has not been booked for exhibitions with very little artist exposure to the community.

The Old School wishes to reignite and reactivate the gallery space for artists and our community. This gallery exhibition leading up to Raglan Arts Weekend open studio weekend will help to boost each artists profile to provide support and encouragement whilst building resilience for each artist who is showcasing their art during the exhibition and at the Open Studio weekend.

We will improve economic opportunities for our local artists by showcasing their art on display.

The exhibition will require gallery assistance to open the gallery. The event also needs a coordinator to facilitate the artist work and provide PR/marketing. Volunteers will help to operate the gallery.

A biography of each artist will be prepared to be presented as a booklet for the exhibition.

### 4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity or young people.

The gallery will be open 7 days a week providing access many visitors locally, within the wider Waikato district, and NZ visitors. As the government is opening our NZ borders we expect to also receive international visitors creating further exposure for our local artists.

We want to open the gallery 7 days a week to provides community access and participation of the arts within our community.

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered? Yes ☒ Do NOT include GST in your budget

No ☐ Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> e.g. hall hire	<b>Detail</b> e.g. 3 days' hire at \$100 per day	<b>Amount</b> e.g. \$300
Venue hire	Gallery hire 4 weeks total including curation/pack down	304.35
PR Marketing	42 artists PR content/news/radio/social media 5 hours @ \$40	\$200
Graphic design	Poster including edits 1 hour with Mafia Design Ltd	\$75
Event facilitator	Develop exhibition/volunteers/set up/pack down 8 hours @ \$30	\$240
Gallery assistants x2	2 x paid gallery assistants Labour weekend 3 days (Sat/Sun/Mon 10am – 2pm) @ living wage 1st Sep \$25.54. 12 hours 2 = 24 hours	612.96
Weekend gallery help x1	3 weekends (6 days) (1,2,8,9,15,16, October) 10am – 2pm @ \$25.54 6 x 4 hrs = 24 hrs	612.96
Gallery assistant volunteers	Weekday gallery support volunteers 15 days 4 hours per day 60 hours	0.00
Admin support	Admin assistance to support curation of exhibition pre/post 5 hours	125.00
Opening night	Refreshments	150.00
<b>Total Costs</b>		<b>\$2320.27</b>
<b>Project Income</b>	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.	
<b>Income</b> e.g. ticket sales	<b>Detail</b> e.g. 250 tickets at \$15 per ticket	<b>Amount</b> e.g. \$3,750
Art sales	25% commission sales on art work project sales of say 10 art works value at \$450	978.26
<b>Total Income</b>		<b>978.26</b>
<b>Costs less income</b>	<b><i>This is the maximum amount you can request from CCS</i></b>	<b>1,342.01</b>
<b>Amount you are requesting from the Creative Communities Scheme</b>		<b>1,342.01</b>

### Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
29/04/21	2021 Raglan Arts Weekend	\$2,000	Yes
29/04/21	2021 Raglan Film Festival	\$3,260	Yes
29/04/21	2021 T3/T4 after school multimedia workshop series	\$1,200	Yes
07/10/21	2022 T1/T2 after school multimedia workshop series	\$2,160	Yes
28/04/22	Strategic planning facilitation RCAC 5-year plan	\$675	Not completed
28/04/22	Matariki programme of events	\$2000	No
28/04/22	Live and Local music programme of events	\$4000	Not completed
28/04/22	Film festival support 2022	\$1840	Not completed
28/04/22	Young artist multi-media afterschool term series 2022 T3/T4	\$2000	Not complete

### Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Please send application to:** [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)

If you have any further questions, please contact [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)

0800 492 452 - Lianne van den Bemd



**You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.**

☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)

☒ 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

☒ Keep receipts and a record of all expenditure for seven years

☒ Participate in any funding audit of my organisation or project conducted by the local council

☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>

☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987

☒ I/we consent to Waikato District Council recording the personal contact details provided in this application, retaining and using these details, and disclosing them to Creative New Zealand for evaluating the Creative Communities Scheme.

☒ I/we understand that my/our name and details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name

(Print name of contact person/applicant)

Signed:



(Applicant or arts organisation's contact person)

Date:



# QUOTE

RAGLAN COMMUNITY ARTS COUNCIL / OLD SCHOOL ARTS

**Date**

27 Jul 2022

**Expiry**

26 Aug 2022

**Quote Number**

QU-0029

**Reference**

RAW Preview Exhibition

**GST Number**

55-079-161

Raglan Community Arts  
Council Inc.

5 Stewart Street

Raglan 3225

Waikato

NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
Venue hire of Gallery Room for four weeks for Raglan Arts Weekend 2022 Preview Exhibition. Includes curation and pack down.	1.00	350.00	350.00
INCLUDES GST 15%			45.65
<b>TOTAL NZD</b>			<b>350.00</b>

## ESTIMATE


**MAFIA<sup>®</sup>**  
**DESIGN**
**MAFIA DESIGN LIMITED**
**N° 3075385**
**GST: 105 359 497**
**Date:** 27 July 2022

**To:** Raglan Arts Centre

**Attention:** Jaqueline Anderson

**Address:**

Description	Quantity	Hourly Rate	Amount
Preview Exhibition Poster Design Edits	1x	75.00	75.00
<b>Subtotal</b>			75.00
<b>GST</b>			11.25
<b>Total</b>			86.25

**Due Date: 27 August 2018**

A deposit of 50% maybe required at the discretion of Mafia Design Ltd prior to start of job including any artwork, proofing, sampling. Balance due on collection or prior shipping unless by prior arrangement. This is to the discretion of Mafia design Ltd. All products remain the property of Mafia Design Ltd until paid in full.

Bank Details: ANZ, MAFIA DESIGN LIMITED, Current Account N° **060185 0450031-00**

**MAFIA DESIGN APPRECIATES YOUR BUSINESS**

696C Te Hutewai Road, Raglan 3296, New Zealand +64 21 113 0747 • miguel@mafia-design.co.nz

**Name and contact details**

Are you applying as an individual or group?

Individual

☐

Group

☒

Full name of applicant:

Raglan Community Arts Council

Contact person (for group):

Jacqueline Anderson, Manager Raglan Old School Arts Centre

Street address/PO Box:



Suburb:

Town/City:

Postcode:

Country:

New Zealand

Email:



Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

Raglan Community Arts Council

GST number:

55 079 161

Bank account number:

*If you are successful, your grant will be deposited into this account***Ethnicity of applicant/group** (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☒

Detail:

Pacific Peoples:

☒

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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

Yes:

☒

No:

☐*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.***How did you hear about the Creative Communities Scheme?** (select **ONE** and mark with an X)☒ Council website☐ Creative NZ website☐ Social media☐ Council mail-out☐ Local paper☐ Radio☐ Council staff member☐ Poster/flyer/brochure☐ Word of mouth☐ Other (please provide



**Project name:** Artist talks in Whaingaroa

Brief description of project:

A programme of artist talks to be held at the Old School the 4th Thursday of every month.

**Project location, timing and numbers**

Venue and suburb or town:

Raglan Old School Arts Centre, 5 Stewart St

Start date:

29 September  
2022

Finish date:

27 April 2023

Number of *active* participants:

24

Number of viewers/audience members:

320

**Funding criteria:** (select **ONE** and mark with an X)

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's focus.

☒ X

**Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐

**Diversity:** *Support the diverse artistic cultural traditions of local communities*

☐

**Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

**Artform or cultural arts practice:** (select **ONE** and mark with an X.)

☐

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☐

Ngā toi Māori

☐

Pacific arts

☒ X

Multi-artform (including film)

☐

Theatre

☐

Visual arts

**Activity best describes your project?** (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☐

Creation and presentation

☒ X

Presentation only (exhibition)

☐

Workshop/wānanga

## Project details

The boxes below will expand as you type. If you are completing this application by hand you may need to expand these boxes *before* you print this form and/or add additional sheets. If you do, please clearly label these additional sheets using the headings below.

### 1. The idea/Te kaupapa: What do you want to do?

The connection between artists, their peers and audiences bring life and vitality to places, as well as stimulating growth of artistic communication.

The Artists Talks programme in Whaingaroa is designed to facilitate these kinds of connections where artists share about their creative practices, their challenges, successes and stories to inspire and educate people.

### 2. The process/Te whakatutuki: How will the project happen?

One artist a month will be invited to give an Artist Talk. The talks will focus on visual artists in the areas of painting, sculpture, installation, digital art, intermedia, film-making.

Artists will be asked to consider choosing from one of these formats when making their presentations: focusing on recent work, upcoming exhibition, studio work, experimentations and testing, other projects related to their art practice. 45-minute slide/PowerPoint presentation with a Q&A at the end, and some kai (20 min talk, 10 min Q&A followed by refreshments).

### 3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

The project will require administrative support to: design the artist line-up, invite artists, artist communications leading up to the presentation, technical support, assisting artists to build their presentations, being available for problem solving and mentoring, advertising, facilitating the talks on the night.

Each Artist Talk will be documented with photographs, and a brief response from the artist will be captured (email or note) about how they found the experience. The photographs of each Artist Talk will be collated and printed as a mini booklet as a record of the programme.

### 4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity or young people.

All ages will be able to participate at the event. Artists will have an opportunity to network amongst their fellow local artists and their local community.

The artist talks will provide an opportunity for all visitors to engage directly with the artists. Participants in the audience are likely to be emerging artists, school children/students (young developing artists) as well as existing artists. It is an opportunity to reignite and rekindle passion for each artist whilst supporting and nurturing their mahi/work in these Covid times.

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?

Yes

X

Do NOT include GST in your budget

No


## Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> <i>eg hall hire</i>	<b>Detail</b> <i>e.g. 3 days' hire at \$100 per day</i>	<b>Amount</b> <i>e.g. \$300</i>
Artist	Contribution artist preparation/presentation @ \$100 x 6 artists	\$600
OSAC venue	Community rate @ \$30 less gst x 6 \$26.09	\$156.52
Event Manager	Contractor 6 hours a month @ \$35 per month \$210	\$1,260
Event Marketing Assistant	Marketing administration – social media/poster design/mailchimp 2 hours x 6 = 12 hours @ \$25.54	\$306.48
PR	Advertising/Chronicle/poster print	\$50
Projector/audio	Fee hire @ \$25 x 6	\$130.43
<b>Total Costs</b>		\$2,503.43
<b>Project Income</b>	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.	
<b>Income</b> <i>e.g. ticket sales</i>	<b>Detail</b> <i>e.g. 250 tickets at \$15 per ticket</i>	<b>Amount</b> <i>e.g. \$3,750</i>
Entry fee	door entry @ \$5 per person x 30 pax x 6 sessions	\$900
<b>Total Income</b>		<b>\$900</b>
<b>Costs less income</b>	<b><i>This is the maximum amount you can request from CCS</i></b>	<b>\$1,603.43</b>
<b>Amount you are requesting from the Creative Communities Scheme</b>		<b>\$1,603.43</b>

**Other financial information**

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
29/04/21	2021 Raglan Arts Weekend	\$2,000	Yes
29/04/21	2021 Raglan Film Festival	\$3,260	Yes
29/04/21	2021 T3/T4 after school multimedia workshop series	\$1,200	Yes
07/10/21	2022 T1/T2 after school multimedia workshop series	\$2,160	Yes
28/04/22	Strategic planning facilitation RCAC 5-year plan	\$675	Not completed
28/04/22	Matariki programme of events	\$2000	No
28/04/22	Live and Local music programme of events	\$4000	Not completed
28/04/22	Film festival support 2022	\$1840	Not completed
28/04/22	Young artist multi-media afterschool tern series 2022 T3/T4	\$2000	

**Important Other financial information**

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Please send application to:** [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)

If you have any further questions, please contact [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)  
0800 492 452 - Lianne van den Bemd



**You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.**

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☒ 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
- ☒ Keep receipts and a record of all expenditure for seven years
- ☒ Participate in any funding audit of my organisation or project conducted by the local council
- ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☒ I/we consent to Waikato District Council recording the personal contact details provided in this application, retaining and using these details, and disclosing them to Creative New Zealand for evaluating the Creative Communities Scheme.
- ☒ I/we understand that my/our name and details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name

(Print name of contact person/applicant)

Signed:



(Applicant or arts organisation's contact person)

Date:

## Amanda Watson - Painting

## QUOTE

**PURCHASER:**

Name: Raglan Community Arts Council

email: [jacqueline@raglanartscentre.co.nz](mailto:jacqueline@raglanartscentre.co.nz)

Phone

Postal Address:

**DATE:** 20/07/2022**INVOICE #**

2022.13

DESCRIPTION			AMOUNT
Project Event Management for Artist Talks in Whaingaroa (ATW), 6 hours @ \$35/hour per mon			\$ 1,260.00
		deposit	
<b>TOTAL OWING</b>			\$ 1,260.00

website: [www.amandawatson.com](http://www.amandawatson.com)

Online payments to: Amanda Watson, ANZ Bank, 06-0317-0785328-00

Please include 'ATW' and 'RCAC' in the payment.

email: [amandawatsongreen@gmail.com](mailto:amandawatsongreen@gmail.com)website: [www.amandawatson.com](http://www.amandawatson.com)



# QUOTE

RAGLAN COMMUNITY ARTS COUNCIL / OLD SCHOOL ARTS

**Date**  
27 Jul 2022

**Expiry**  
26 Aug 2022

**Quote Number**  
QU-0028

**Reference**  
Artist Talks

**GST Number**  
55-079-161

Raglan Community Arts  
Council Inc.  
5 Stewart Street  
Raglan 3225  
Waikato  
NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
Venue hire of Eva's Room for monthly Artists' Talks. Reduced Rate.	6.00	30.0033	180.02
	INCLUDES GST 15%		23.48
	<b>TOTAL NZD</b>		<b>180.02</b>

**Name and contact details**

Are you applying as an individual or group?

Individual

☐

Group

☒

Full name of applicant:

Raglan Community Arts Council

Contact person (for group):

Shona Butchart, Raglan Old School Arts Centre Administrator

Street address/PO Box:

Suburb:

Town/City:

Postcode:

3225

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

Raglan Community Arts Council

GST number:

55 079 161

Bank account number:

*If you are successful, your grant will be deposited into this account***Ethnicity of applicant/group** (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☒

Detail:

Pacific Peoples:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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

Yes:

☒

No:

☐*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.***How did you hear about the Creative Communities Scheme?** (select **ONE** and mark with an X)☒ Council website☐ Creative NZ website☐ Social media☐ Council mail-out☐ Local paper☐ Radio☐ Council staff member☐ Poster/flyer/brochure☐ Word of mouth☐ Other (please provide



**Project name:** After school young artist workshops Term 1/Term 2 2022

Brief description of project:

Four after school programmes combining charcoal drawing, painting, collage, design and sculpture for children age 5-12

**Project location, timing and numbers**

Venue and suburb or town:

Raglan Old School Arts Centre, 5 Stewart St

Start date:

13 February 2023

Finish date:

26 June 2023

Number of *active* participants:

40+

Number of viewers/audience members:

200+

**Funding criteria:** (select **ONE** and mark with an X)

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

☐

**Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐

**Diversity:** *Support the diverse artistic cultural traditions of local communities*

☒

**Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

**Artform or cultural arts practice:** (select **ONE** and mark with an X.)

☐

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☐

Ngā toi Māori

☐

Pacific arts

☐

Multi-artform (including film)

☐

Theatre

☒

Visual arts

**Activity best describes your project?** (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☒

Creation and presentation

☐

Presentation only (exhibition)

☐

Workshop/wānanga

## Project details

The boxes below will expand as you type. If you are completing this application by hand you may need to expand these boxes *before* you print this form and/or add additional sheets. If you do, please clearly label these additional sheets using the headings below.

### 1. **The idea/Te kaupapa:** What do you want to do?

Provide after school art classes for Tamariki. Support and encourage young artists in Whaingaroa to develop their creativity using various art mediums via collage, sculpture, drawing and painting techniques – although there are many opportunities for tamariki who are interested in performing arts and sports, this is the only programme available for those who are interested in the arts (there have been occasional painting-based programmes). Tamariki are exposed to a wide variety of mediums in an environment which aims to engage participants and spark creativity through a themed programme encompassing multiple elements.

### 2. **The process/Te Whakatutuki:** How will the project happen?

Two art work streams after school with Term 1 and Term 2 as outlined below:

**Term 1 Theme Living Landscapes:** 3.30pm – 5pm Mondays 13 Feb – 3 April 2023 and Wednesdays 15 Feb – 5 April 2023.

This theme seeks to build on children's connection to the place they live and know as a source of inspiration - our local maunga, Karioi, has an identity and a story which is well known to the community.

Students will explore the personification of landscape and natural features in traditional thinking and stories as well as modern examples - such as the Disney movie Moana.

After looking at varying examples of landscape art and considering the difference between representing landscapes and other subjects, students will sketch their chosen subject in charcoal.

Charcoal is interesting to use and many students will not have been exposed to this art material. Charcoal is ideal for this purpose – quick to use and encourages spontaneity without getting tied up in details.

Students will then create a collage of their chosen land- or sea-scape using a variety of materials such as wallpaper, fabric & magazine pictures, with special attention to colours and textures as well as form.

This artwork will then form the basis for a clay wall-tile. Students will learn to operate the slab roller to create even slabs of clay and use tile cutters to stamp out their tiles. Tiles are the ideal opportunity to experiment with adding texture to a piece, both at the raw stage and by carving when leather-hard. Coils can be attached to create depth if desired too. Coloured slip will be applied and the pieces will then be glazed and fired by the tutors.

This project will cater for a range of abilities and students will be encouraged to think about where their piece will be displayed and what impact that will have on the choices they make in terms of hanging, size and shape, colour etc.

In the final week a celebration with whaanau will take place in the Old School gallery, and the exhibition will be open to those who cannot attend the celebration plus the wider community for a week. We will exhibit sketches, collages and wall-tiles in order to display the creative journey over the 8 weeks of the programme.

**Term 2 Theme: Matariki Lights** 3.30pm – 5pm Mondays 1 May – 26 June 2023. Wednesdays 3 May – 21 June 2023.

As the Maaori New Year and our second Matariki public holiday comes around, no doubt it will be in everyone's minds. This year Matariki itself falls between Term 2 and

Term 3, which makes Term 2 an ideal opportunity to get ready! This year we plan to concentrate on our connection with te taiao.

Students will learn about the maramataka maaori and consider how our day-to-day life changes and remains the same through the year. They will create a personal perpetual calendar illustrating some of these ideas and also consider how our ancestors in NZ and elsewhere lived with the rhythm of the seasons and the natural world – Matariki being an amazing example of this.

Students will make beeswax candles from sheets of beeswax, which can be cut in various ways to facilitate the creation of candles of different shapes. This is a multi-sensorial experience as this natural material has a special scent and will soften with the heat of hands.

In order to safely use the candles at home, students will design and create a lightbox with clay slabs. Depending on the skill and experience level of the individual, this might be as simple as a cylinder with star cut-outs or as complex as a model paataka kai.

At the end of term we will stage an exhibition of all work and celebration for family, friends and community in the gallery, with a public exhibition through the week.

3. **The people/Ngā tāngata:** Tell us about the key people and/or the groups involved.

Each term will involve 20 students per term with 40 young artists participating over the two terms. Art tutors and additional helping hands ensure child/adult ratio compliance is maintained and every child is fully supported. A celebration will take place in week 8 end of term, which will involve whānau, tutors and friends and include an exhibition of work in our gallery which is open to the public. We have an anonymous community donor who sponsors two placements (four in total) over the two terms. Selection of our four placements involves the local school community social workers who put us in contact with the caregivers of young artists who wish to participate in our art workshops to enable registration to take place.

4. **The criteria/ Ngā paearu:** Tell us how this project will deliver to your selected criterion: access and participation, diversity or young people.

Our young artists are given guidance by experienced tutors and community advisors, which include mentoring and sharing knowledge of art, nature and cultural aspects. The workshops provide an all-inclusive, accessible and safe creative environment for children to create art based on relevant art themes celebrating individual experience, diversity and te taiao. This is an important opportunity to be in a space where art and creativity are valued and tamariki will benefit from this experience now and in the future. Planning and staging gallery exhibitions of their work will introduce young artists to the conventions of exhibitions, such as specifying media used in each piece, which will further their appreciation of other works they may see exhibited.



## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☒    Do NOT include GST in your budget  
    No    ☐    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> <i>eg hall hire</i>	<b>Detail</b> <i>e.g. 3 days' hire at \$100 per day</i>	<b>Amount</b> <i>e.g. \$300</i>
Tutor fees	Art tutors @ \$25/hour 24 hours per workshop, 2 workshops per term, 4 workshops total = 96 hours	\$2,400.00
Tutor's assistant koha	Helping hand tutor koha 32 x \$20	\$640.00
Venue hire	Raglan Old School community hire rate 32 bookings at community rate, 2 x weekly full gallery hire	\$973.94
Materials	Glazes, clay, power, glue, paper, charcoal, card	\$1094.87
LGL database and website	Developing online form, creating website content 20 hours @ \$25	\$500
Registrations	Processing registrations & payments, communication with caregivers and school 20 hours @ \$25	\$500
Programme planning	Tutor meetings, program planning and content 5 hours @ \$25 (2 terms)	\$125.00
Marketing	Social media, FB, mail chimp, graphic design poster, newspaper advertising 5 hours @ \$25 (2 terms)	\$125.00
Food	Healthy after-school snack to support learning - \$5 per week	\$80
<b>Total Costs</b>		<b>\$6438.81</b>
<b>Project Income</b>	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.	
<b>Income</b> <i>e.g. ticket sales</i>	<b>Detail</b> <i>e.g. 250 tickets at \$15 per ticket</i>	<b>Amount</b> <i>e.g. \$3,750</i>
Participant contribution	Student fees 5 students per class = 20 students total @ \$82.61 each	1652.20
Participant contribution	Student fees 4 students per class = 16 students total @ sibling rate \$73.91 each	1182.56
Sponsored places	Targeted donation to support fees-free attendance for 1 student per class = 4 students total	380.00
Art sale	Sales of art work by contributing students – 2 totem poles @ \$304.35	608.70
Volunteer support – expert	Local artists talk given to young artists – 2 hours	\$0
Volunteer support – kiln	RCAC member time – 2 hours	\$0
Volunteer support –	RCAC member time – 2 hours per tutor, 4 hours total	\$0

mentoring new tutors		
Seasonal fruit	Koha from RCAC members and young artist whaanau of homegrown feijoas, oranges etc when available	\$0
<b>Total Income</b>		<b>\$3823.46</b>
<b>Costs less income</b>	<i><b>This is the maximum amount you can request from CCS</b></i>	<b>\$2615.35</b>
<b>Amount you are requesting from the Creative Communities Scheme</b>		<b>\$2615</b>

**Other financial information**

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
29/04/21	2021 Raglan Arts Weekend - deferred to Easter 2022 - Covid	\$2,000	No - project not yet completed
29/04/21	2021 Raglan Film Festival	\$3,260	Yes
15/10/21	2021 T1/T2 after school multimedia workshop series	\$1,500	Yes
29/04/21	2021 T3/T4 after school multimedia workshop series (T4 cancelled due to Covid)	\$1,200	Yes
28/04/2022	Matariki 2022	\$2000	No
7/10/21	2022 T1/T2 after school multimedia workshop series	\$2160	Yes
28/04/22	Creative Raglan Strategic Planning workshop	\$675	No - project not yet completed
28/04/22	2022 Raglan Film Festival	\$1840	No- project not yet completed
28/04/22	2022 T3/T4 afterschool multimedia workshop series	\$2000	No-project not yet completed
28/04/22	Live and Local music programme	\$4000	No- project not yet completed

**Important Other financial information**

**You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.**

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☒ 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
- ☒ Keep receipts and a record of all expenditure for seven years
- ☒ Participate in any funding audit of my organisation or project conducted by the local council
- ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☒ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name Shona Butchart, Raglan Old School Arts Centre Administrator

(Print name of contact person/applicant)

Signed:



(Applicant or arts organisation's contact person)

Date: 27/07/2022



**Raglan Community Clay Shed**  
**Supplier of Clay & Art Materials to the Raglan Community**  
**5 Stewart St**  
**Raglan 3225**  
**Clay Shed Coordinator Susanne Giessen-Prinz - 0274290480**

Multimedia Tamariki Afterschool Workshop Term One and Term Two 2023

Quote for Materials Valid till 26.11.2023

Item	Quantity	Unit cost exc GST	Total
Bags of Clay	6	\$30.51	\$183.06
Firing costs	3	\$104.35	\$313.05
Special child-safe paintable glazes	6	\$86.96	\$521.76
Total exc. GST			\$1017.87
GST			\$152.68
<b>Total inc. GST</b>			<b>\$1170.55</b>

Based on 10 children per class, 2 classes per term, 4 classes total

Your Order Details

\$77.00

Plus GST - \$11.55

Total - \$88.55

i

Being Entered

Order Details

Order Date: 26/07/2022

Warehouse Code: BOAH (Auckland

DC Highbrook)

Delivery Address

Coates Willow Budget Charcoal Sticks Assorted Sizes, Pack of 70  
Code: 2861380

✓ In Stock

Order Qty	Unit Description	Item Price	Line Price	Shipped Amount
1	PACK	\$17.56	\$17.56	\$0.00

OfficeMax PVA Glue Art Grade 1.5L  
Code: 2892596

✓ In Stock

Order Qty	Unit Description	Item Price	Line Price	Shipped Amount
1	EACH	\$13.73	\$13.73	\$0.00

Das Woodpigeon Artist's Pad A3 110gsm 60 Leaves  
Code: 2864193

✓ In Stock

Order Qty	Unit Description	Item Price	Line Price	Shipped Amount
2	EACH	\$14.60	\$29.20	\$0.00

OfficeMax A4 200gsm Wispy White Premium Colour Card, Pack of 100  
Code: 2451735

✓ In Stock

Order Qty	Unit Description	Item Price	Line Price	Shipped Amount
1	PACK	\$16.51	\$16.51	\$0.00

Subtotal (ex GST)	\$77.00
Plus GST	\$11.55

Total (inc GST)	138	\$88.55
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# QUOTE

After School Art Classes

**Date**

26 Jul 2022

**Expiry**

25 Aug 2022

**Quote Number**

QU-0027

**Reference**

Shona - room hire

**GST Number**

55-079-161

Raglan Community Arts

Council Inc.

5 Stewart Street

Raglan 3225

Waikato

NEW ZEALAND

## After School Arts Classes

Room hire Term 1 & Term 2 2023

Description	Quantity	Unit Price	Amount NZD
Room Hire Term 1 2023 - Mondays 3pm - 6pm 13/02, 20/02, 27/02, 6/03, 13/03, 20/03, 27/03, 3/04	8.00	30.00	240.00
Room Hire Term 1 2023 - Wednesdays 3pm - 6pm 15/02, 22/02, 1/03, 8/03, 15/03, 22/03, 29/03, 5/04	8.00	30.00	240.00
Room Hire Term 2 2023 - Mondays 3pm - 6pm 1/05, 8/05, 15/05, 22/05, 29/05, 12/06, 19/06, 26/06	8.00	30.00	240.00
Room Hire Term 2 2023 - Wednesdays 3pm - 6pm 3/05, 10/05, 17/05, 24/05, 31/05, 7/06, 14/06, 21/06	8.00	30.00	240.00
Room Hire Term 1 exhibition 3/04-10/04	1.00	80.00	80.00
Room hire Term 2 exhibition 19/06 - 26/06	1.00	80.00	80.00
INCLUDES GST 15%			146.06
<b>TOTAL NZD</b>			<b>1,120.00</b>

# PART 1: APPLICANT DETAILS

140

## Name and contact details

Are you applying as an individual or group?

Individual

☐

Group

☒

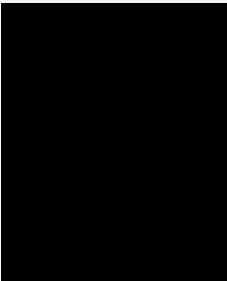
Full name of applicant:

Raglan Community Arts Council

Contact person (for group):

Shona Butchart, Administrator Raglan Old School Arts Centre

Street address/PO Box:



Suburb:

Town/City:

Postcode:

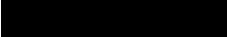
Country:

New Zealand

Email:



Telephone (day):



*All correspondence will be sent to the above email or postal address*

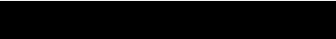
Name on bank account:

Raglan Community Arts Council

GST number:

55 079 161

Bank account number:



*If you are successful, your grant will be deposited into this account*

## Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☒

Detail:

Pacific Peoples:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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

Yes:

☒

No:

☐

*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.*

## How did you hear about the Creative Communities Scheme? (select **ONE** and mark with an X)

☒

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide



# 141

## PART 2: PROJECT DETAILS

**Project name:** Clay Fest 2023

Brief description of project:

A day for the whole family, the Raglan Clay Fest aims to create opportunities for the clay community to come together and invite everyone else in to show why clay is rad! This one day clay festival will run from 10am – 4pm and provide opportunities and inspiration for community members and tourists of all ages to engage with this very accessible art form.

### Project location, timing and numbers

Venue and suburb or town:

Raglan Old School Arts Centre, 5 Stewart St

Start date:

28 January 2023

Finish date:

28 January 2023

Number of *active* participants:

100

Number of viewers/audience members:

250

### Funding criteria: (select **ONE** and mark with an X)

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

☒ **Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐ **Diversity:** *Support the diverse artistic cultural traditions of local communities*

☐ **Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

### Artform or cultural arts practice: (select **ONE** and mark with an X.)

☒ Craft/object art

☐ Dance

☐ Inter-arts

☐ Literature

☐ Music

☐ Ngā toi Māori

☐ Pacific arts

☐ Multi-artform (including film)

☐ Theatre

☐ Visual arts

### Activity best describes your project? (select **ONE** and mark with an X)

☐ Creation only

☐ Presentation only (performance or concert)

☒ Creation and presentation

☐ Presentation only (exhibition)

☐ Workshop/wānanga

## Project details

The boxes below will expand as you type. If you are completing this application by hand you may need to expand these boxes *before* you print this form and/or add additional sheets. If you do, please clearly label these additional sheets using the headings below.

### 1. The idea/Te kaupapa: What do you want to do?

A celebration of the ceramic arts, inviting the community of Whāingaroa to share our passion!

With the clay-lympics spectator events, demonstrations, clay market, kids activities, paint-your-own-pottery, messy fun on the wheel and a collaborative ephemeral art project topped off by tasty food and drink, this zero waste 100% local festival will have something for everyone. Furthering the arts in our community, providing the opportunity to get involved in creating our collaborative piece and raising awareness for the wonderful facilities we have on offer here. Marketing for the event will include a map of local ceramic studios which can be used post event to promote the ceramic arts in Waikato.

### 2. The process/Te whakatutuki: How will the project happen?

Planning for this event will start in October and marketing will commence in December. Set up for the event will start the day before with drop-off and set-up of the clay min-market. On the day we will be setting up from 8am and we will be open to the public from 10am – 4pm. Clear up is anticipated to take 2 hours.

This event is planned to have several strands.

**10am – 4pm Collaborative sculpture** – under the guidance of local artist Sarah Bing, the community will be invited to create a small house or similar sculpture from local natural clay sourced from the new building sites in the Rangitahi subdivision. The raw clay pieces will remain in place in the garden over the next month for the community and visitors to the Old School Arts Centre to enjoy, while Sarah documents the changes brought about by time and weather. At the end of the exhibition, remaining pieces will be gathered up and returned to the earth. This piece aims to evoke reflection on what it means to be a community here in this place and how we can live lightly on our planet.

**10am – 4pm Throwing on the wheel.** We will have 4 wheels set-up for demonstrations of throwing on the wheel/talks, Clay-lympics and give-it-a-go sessions.

Demonstrations/talks While most people have come across the process of throwing pots on the wheel, it's always fascinating to get a closer look at a demonstration and hear more about the process.

The Clay-lympics - complete with commentator, these events will invite any takers to challenge each other in throwing faster, bigger, taller, longer... 4 events.

Messy fun – after watching a demo or a Clay-lympics event, there will be the opportunity to give it a go! This activity is all about the experience as we invite everyone to get their hands dirty and discover what it feels like from the other side.

10am – 11am artist demo & talk

11am – 11.30am give-it-a-go session

11.30am – 12.30pm Clay-lympics x 2 events

12.30pm – 1pm give-it-a-go session

1pm – 2pm – artist demo and talk

2pm – 2.30pm - give-it-a-go session

2.30pm - 3.30pm - Clay-lympics x 2 events

3.30pm - 4pm - give-it-a-go session

**10am – 2pm Paint your own pottery** – in the Clay Shed, a tutor will be available to help visitors paint a bowl, heart or cup with paintable glazes, which will then be fired and available to take home the week after. After our Matariki paint-a-bowl events we have been repeatedly asked when there might be a similar event – it's a very rewarding opportunity to play with colour and design and create a lasting souvenir. This will run on a rolling basis – participants can start whenever there is a free seat at the table.

**10am – 4pm 'Clay Changes' mini-exhibition** in the kiln room – as a counterpart to our main collaborative artwork, this mini exhibition by Clay Shed members aims to demonstrate the stages and changes clay goes through when it is formed, fired and glazed traditionally, as has happened to the ceramic pieces we use every day. 4 identical bowls will be made and displayed alongside the equivalent weight lump of raw clay: one dried & unfired, one which has gone through its first bisque firing, one

bisque fired and glazed, one which has been glazed and gone through a glaze firing. Visitors will be able to observe the changes in colour, size and weight and texture with every stage of the process.

**10am – 4pm Kids activities** – for our younger visitors we will provide 2 activities in addition to participating in the collaborative artwork. Making spin paintings on the wheel provides a connection to the rotation of the wheel which makes throwing possible. Air dry clay play -

**10am – 4pm Clay market** – up-and-coming local clay artists and hobbyists will have the opportunity to sell their work at our no-frills clay market.

### 3. **The people/Ngā tāngata:** Tell us about the key people and/or the groups involved.

**Sarah Bing** – Sarah is an established local artist with a studio in Raglan.. She has been working with clay for the last 9 years and is an experienced tutor. Sarah will lead the collaborative art project and create the photographic documentation. Her work is a celebration of colour and while she mainly concentrates on wheel thrown functional ware, she also combines wheel throwing and handbuilding in her sculptural work.

Working from her home studio in Raglan, Sarah Bing celebrates colour and organic form via her painstaking decorative technique. Her functional pottery and fine art work is contemporary, unique and highly identifiable.

Clay Shed members – we have a motivated group of passionate people who are looking forward to introducing the wider community to their area of interest. Principal volunteers are: Merren Goodison - owner of a local kindergarten with over 30 years experience of teaching children and mentoring her staff to be exceptional teachers in a creative environment. Robyn Marsters – wheelworker and local business woman  
Susanne Giessen-Prinz – Clay Shed co-ordinator and locally renowned sculptor.

The community – this will be a wonderful opportunity for the Raglan community to engage with arts and come together for a day of fun and learning. We will cater for all ages and abilities – no experience with clay is necessary and most activities are flexible to be enjoyed by tamariki and rangitahi as well as adults. As we will be using the outside area as well as the Clay Shed, kitchen and Whare Tapere, we could manage up to 200 visitors over the day.

Exhibition visitors – the ephemeral artwork will remain in place for a month, allowing participants and other visitors to the Old School Arts Centre to observe it changing. We will publicise the work in order to attract visits from tourists as well as locals.

### 4. **The criteria/ Ngā paearu:** Tell us how this project will deliver to your selected criterion: access and participation, diversity or young people.

Entry to this event will be by koha, allowing it to be accessible to everyone in the community and all ages. We aim to provide a range of activities to suit all interests and most activities will also be offered for a koha. The collaborative sculpture will give everyone the chance to be involved in creating art.



# PROJECT DETAILS <sup>146</sup> (budget)

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☒    Do NOT include GST in your budget  
    No    ☐    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> <i>eg hall hire</i>	<b>Detail</b> <i>e.g. 3 days' hire at \$100 per day</i>	<b>Amount</b> <i>e.g. \$300</i>
Artist fees	Sarah Bing – plan and lead collaborative artwork workshop, source materials, document, clear up site when project completed 14 hours total @ \$40	\$560
Tutor fees	Tutor Justine Davies to lead pottery painting, load/unload kiln 6 hours @ \$30	\$210
Venue hire	Raglan Old School – kitchen, Clay Shed, Whare Tapere x2, garden	\$286.94
Materials	Paintable glazes, clay, firing, bisqueware, air dry clay, paint, paper	\$571.44
Administration	10 hours @ \$25	\$250
Programme planning	4 hours @\$25	\$100
Marketing	10 hours @ \$25 – graphic design, social media, mailings	\$250
Koha for demo/presenting artists	2 x \$100	\$200
Koha for market volunteers x 3	sales – 3 x 2 hour shifts 6 hours @ \$25	\$150
Koha for set-up volunteers	Event set up tables/chairs/bunting 2 hours x 2 @ \$25 per hours + pack down 2 hours x2 = total hours 8 hours @ \$25 = \$200	\$200
Food items for food sales	Coffee, tea, sausages	\$100
<b>Total Costs</b>		<b>\$2878.38</b>
<b>Project Income</b>	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.	
<b>Income</b> <i>e.g. ticket sales</i>	<b>Detail</b> <i>e.g. 250 tickets at \$15 per ticket</i>	<b>Amount</b> <i>e.g. \$3,750</i>
Gold coin koha	On entry plus activities	\$150
Market table fees	10 sellers x \$20 each	\$200
Paint your own fees	20 x \$20	\$400
Member volunteer time	6 people for 5 hours each	\$0
Koha natural clay from building site	Offered by Wainui Construction	\$0

# PROJECT DETAILS <sup>147</sup> (budget)

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Food items for food sales	Koha from local businesses and members – home baking, bread, milk	\$100
Sales of food etc	Tea & coffee, home baking by Clay Shed members, sausage sizzle	\$400
<b>Total Income</b>		<b>\$1250</b>
<b>Costs less income</b>	<i>This is the maximum amount you can request from CCS</i>	<b>\$1628.38</b>
<b>Amount you are requesting from the Creative Communities Scheme</b>		<b>\$1628</b>

# PROJECT DETAILS <sup>148</sup> (budget)

## Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
29/04/21	2021 Raglan Arts Weekend	\$2,000	Project not completed - Covid
29/04/21	2021 Raglan Film Festival	\$3,260	Yes
15/10/21	2021 T1/T2 after school multi media workshop series	\$1,500	Yes
29/04/21	2021 T3/T4 after school multi media workshop series	\$1,200	Yes
7/10/21	2021 T3/T4 after school multi media workshop series	\$2160	Yes
28/04/2022	Matariki	\$2000	No
28/04/2022	2022 T1/T2 afterschool multimedia art classes	\$2000	Yes
28/4/2022	Live & Local music programme	\$4000	Project not yet completed
28/4/2022	Film Festival	\$1840	Project not yet completed

### Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

# PART 3: DECLARATION<sup>149</sup>

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☒ 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
- ☒ Keep receipts and a record of all expenditure for seven years
- ☒ Participate in any funding audit of my organisation or project conducted by the local council
- ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☒ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

(Print name of contact person/applicant)

Signed:



(Applicant or arts organisation's contact person)

Date:

29/07/2022



# Bing Ceramics Quote

14 Upper Wainui Road  
Raglan  
Waikato 3297  
022 606 5220

[bingceramics.co.nz](http://bingceramics.co.nz)

[sarah.marie.bing@gmail.com](mailto:sarah.marie.bing@gmail.com)

Invoice No. 1143  
Invoice Date: July 29 2022  
Bill To: Old School Arts Centre  
Address: 5 Stewart Street  
Raglan  
Phone:  
E-mail: shona@raglanartscen

Description	Units	Cost Per Unit	Total
Plan and facilitate collaborative art project	14	40.00 \$	560.00
Graphic design of signs, marketing materials	10	25.00 \$	250.00
	0	- \$	-
	0	- \$	-
	0	- \$	-
	0	- \$	-
	0	- \$	-
	0	- \$	-
		Invoice Subtotal	\$ 810.00
		Tax Rate	0.00%
		Sales Tax	-
		Other	
		Deposit	
		<b>TOTAL</b>	<b>\$ 810.00</b>

Total due in 7 days after service delivered.  
Make all checks payable to Sarah Bing  
Account Details: **BNZ | S BING & D DUFFIN | 02 0110 0026201 008**

**We look forward working with you, thank you for your business!**



**Raglan Community Clay Shed**  
**Supplier of Clay & Art Materials to the Raglan Community**  
**5 Stewart St**  
**Raglan 3225**  
**Clay Shed Coordinator Susanne Giessen-Prinz - 0274290480**

ClayFest 2023

Quote for Materials Valid till 29.0.2023

Item	Quantity	Unit cost exc GST	Total
Bags of Clay	3	\$30.51	\$91.53
Bisqueware bowls, hearts, mugs	20	\$5.45	\$108.70
Firing costs per item	20	\$4.35	\$86.90
Paintable glazes per item	20	\$8.70	\$174.00
Total exc. GST			\$461.13
GST			\$69.17
<b>Total inc. GST</b>			<b>\$530.30</b>


Based on 10 children per class, 2 classes per term, 4 classes total

Your Order Details

\$110.31

Plus GST - \$16.55

Total - \$126.86

 Being Entered

Order Details

Order Date: 28/07/2022  
Warehouse Code: BOAH (Auckland  
DC Highbrook)

Delivery Address

Nelson Modelling Clay Air Dry 20kg Red  
Code: 2646986

✓ In Stock

Order Qty	Unit Description	Item Price	Line Price	Shipped Amount
1	EACH	\$48.43	\$48.43	\$0.00

Fas Student Acrylic Paint 1L Crimson  
Code: 2507137

✓ In Stock

Order Qty	Unit Description	Item Price	Line Price	Shipped Amount
1	EACH	\$15.47	\$15.47	\$0.00

Fas Student Acrylic Paint 1L Cobalt Blue  
Code: 2507234

✓ In Stock

Order Qty	Unit Description	Item Price	Line Price	Shipped Amount
1	EACH	\$15.47	\$15.47	\$0.00

Fas Student Acrylic Paint 1L White  
Code: 2507307

✓ In Stock

Order Qty	Unit Description	Item Price	Line Price	Shipped Amount
1	EACH	\$15.47	\$15.47	\$0.00

Fas Student Acrylic Paint 1L Warm Yellow  
Code: 2507323

✓ In Stock

Order Qty	Unit Description	Item Price	Line Price	Shipped Amount
1	EACH	\$15.47	\$15.47	\$0.00

Subtotal (ex GST)	\$110.31
Plus GST	\$16.55
<hr/>	
Total (inc GST)	\$126.86
<hr/>	

*Quote*

Date...29/07/2022

Tutor	Justine Davies		
Address:	12 Main Road Raglan		
TO:	Raglan Community Arts Council		
Address:	5 Stewart St, Raglan		
Description of goods or services	Qty	Rate	Amount
<b>Paint your own pottery workshop</b>			
28/01/2023 ClayFest			
Rolling session 10am – 2pm	4 hrs	\$35	\$140
Kiln firing glaze load/unload	2 hrs	\$35	\$70
<b>Total</b>		<b>\$210</b>	



# QUOTE

Clay Fest

**Date**

29 Jul 2022

**Expiry**

27 Aug 2022

**Quote Number**

QU-0030

**GST Number**

55-079-161

Raglan Community Arts

Council Inc.

5 Stewart Street

Raglan 3225

Waikato

NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
Room hire 27/01/2023 Whare Tapere for market set up 9am - 5pm community hire rate	1.00	60.00	60.00
Room hire 28/01/2023 Whare Uku for workshop 9am - 5pm arts workshop rate	1.00	90.00	90.00
Room hire 28/01/2023 Whare Tapere for market 9am - 5pm	1.00	60.00	60.00
Room hire - 28/01/2023 back garden	1.00	60.00	60.00
Room hire - 28/01/2023 kitchen 9am - 5pm	1.00	60.00	60.00
INCLUDES GST 15%			43.06
<b>TOTAL NZD</b>			<b>330.00</b>



**Reserves Policy:**

Most money held is tagged. It is either held for a specific purpose (Creative Communities Scheme, COGS, Aotearoa Gaming Trust and WEL Energy Trust) or held on an umbrella basis for groups such as Clay Shed, Art to Wear, Raglan Film Festival, Raglan Arts Weekend, or the Youth Arts Fund. At this time, we also have some residual covid support funding which will be used soon.

We are holding a donation for installing a lift in the Creative Space building. The operational funding grant from COGS Waikato will be used in the coming months. Some money is held for operational purposes/ current liabilities such as annual leave provision, income/expenditure fluctuations and for PAYE/ GST.

15<sup>th</sup> February 2022

# PART 1: APPLICANT DETAILS

## Name and contact details

Are you applying as an individual or group?

Individual ☒

Group ☐

Full name of applicant:

Ariana Sheehan

Contact person (for group):

Street address/PO Box:

Suburb:

Town/City: Hamilton

Postcode:

Country: New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

LJA Sheehan

GST number:

Bank account number:

*If you are successful, your grant will be deposited into this account*

## Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☒

Detail:

Pacific Peoples:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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

Yes:

☐

No:

☒

*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.*

## How did you hear about the Creative Communities Scheme? (select ONE and mark with an X)

☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☒

Word of mouth

☐

Other (please provide)

## PART 2: PROJECT DETAILS

**Project name:** Taonga Tuku Iho

Brief description of project:

To pass on the traditional Maori methods of harvesting, preparing, boiling and dyeing of harakeke (flax)

### Project location, timing and numbers

Venue and suburb or town:

Ngaruawahia Community Centre

Start date:

November 26

Finish date:

November 26

Number of *active* participants:

16

Number of viewers/audience members:

25

### Funding criteria: (select **ONE** and mark with an X)

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

☐

**Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☒

**Diversity:** *Support the diverse artistic cultural traditions of local communities*

☐

**Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

### Artform or cultural arts practice: (select **ONE** and mark with an X.)

☐

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☒

Ngā toi Māori

☐

Pacific arts

☐

Multi-artform (including film)

☐

Theatre

☐

Visual arts

### Activity best describes your project? (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☐

Creation and presentation

☐

Presentation only (exhibition)

☒

Workshop/wānanga

# PROJECT DETAILS

---

## 1. The idea / Te Kaupapa: What do you want to do?

To provide and facilitate a one day wananga to pass on the traditional Maori knowledge of Maori karakia, and tikanga practices associated with harakeke (flax) harvesting, preparation, boiling and dyeing, as well as learning and doing these processes. This wananga will make sure this traditional cultural knowledge is preserved and passed on (Taonga Tuku Iho)

## 2. The process / Te whakatutuki: How will the project happen?

Participants will harvest harakeke under the guidance of our kaiako Aroha Mitchell. Preparation, boiling and dyeing will take place in the Community Centre in Ngaruawahia. The wananga will run from 9am to 6pm (last hour for cleaning up)

## 3. The people / Nga tangata: Tell us about the key people and/or the groups involved.

Aroha Mitchell is the kaiako, an accomplished weaver.  
I am the facilitate and live in Hamilton.  
The participants are descendants of Waikato iwi and connected to Ngati Mahuta, Waahi Pa. (Huntly). Majority of the participants live in Ngaruawahia and Huntly. They are mainly young adults looking to learn more about Maori art and connecting to their Maori identity through Maori art practices and wanting to learn preparation of harakeke that leads into weaving, taniko, tukutuku, whariki, the Maori fibre arts

## 4. The criteria / Nga paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity of young people.

The wananga will provide an opportunity for the participatnts to engage with Maori cultural arts, tikanga and whakawhanaungatanga. Preparing harakeke, learning how to preserve it through boiling and then dyeing harakeke with the option of weaving a multicoloured kete, if time allows. The wananga will promote engagement with Maori art but also with Maori karakia and tikanga practices specific to Maori harakeke harvesting. This opportunity will help foster positive connections to culture and identity.



# PROJECT DETAILS (budget)

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☐    Do NOT include GST in your budget  
    No    ☒    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> e.g. hall hire	<b>Detail</b> e.g. 3 days' hire at \$100 per day	<b>Amount</b> e.g. \$300
Karaoke fee	10 hrs @ \$60	\$600.00
Community Centre: Ngaurarua		\$150.00
Jogan Stanley knives: x 16 @ \$12.98		\$207.68
KMART Pots	x3. 1-boiling 2-dyeing @ \$20	\$60.00
Gas burner	x1	\$118.00
Jerri Dyes	4L Black, 4L Red @ \$40 for 2L	\$160.00
<b>Total Costs</b>		<b>\$1295.68</b>
<b>Project Income</b>	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.	
<b>Income</b> e.g. ticket sales	<b>Detail</b> e.g. 250 tickets at \$15 per ticket	<b>Amount</b> e.g. \$3,750
<b>Total Income</b>		<b>\$ 0.00</b>
<b>Costs less income</b>	<b>This is the maximum amount you can request from CCS</b>	<b>\$ 0.00</b>
<b>ENTER amount you are requesting from Creative Communities Scheme</b>		<b>\$1295.68</b>



## PROJECT DETAILS (budget)

### Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed
	N/A		

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
	N/A		

### Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Applications and queries can be emailed to [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)**

## PART 3: DECLARATION

**You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.**

☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)

☒ 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

☒ Keep receipts and a record of all expenditure for seven years

☒ Participate in any funding audit of my organisation or project conducted by the local council

☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>

☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987

☒ I/we consent to Waikato District Council 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 details/photos 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

NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal

Name

Ariana Sheehan

(Print name of contact person/applicant)

Signed:

☐

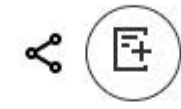
Please accept this ticked box as part of my Declaration, along with my emailed application, as I'm not in a position where resources are readily available to print and scan.

(Applicant or arts organisation's contact person)

Date:

28/07/22





☐ Compare



[Campmaster](#)

## Campmaster Triple Burner Cast Iron Country Cooker

☆☆☆☆☆ No reviews yet

I/N: 0116805

**\$118**

Select your preferred purchase method

☒ In-Store

☐ Click & Collect

☐ Delivery

[Hamilton South](#)

☒ In stock

Find in store: **Aisle 39, Bay 14**

[Choose another store >](#)



## 15L Stainless Steel Stock Pot

**\$20.00**

★★★★★ 4.7 (23)

Add to bag



Find in store

Delivers to 1010 [Change](#)

### Description

Prepare a heart-warming batch of vegetable or meat stock in this spacious pot that you can also use for stews and gravies.

### Product Details

- **Capacity:** 15L
- **Dimensions/Size:** 24cm (H) x 30cm (Dia.)
- **Material:** Stainless steel



# Ngaruawahia Community House

## 2022 Room Hireage (Community)

Price List (subject to change 1st April 2022)

Koha	1-2 hrs	3-4 hrs	4-8 hrs
Private Functions (Te Whare Puni)	\$100		
Internal Offices	\$20	\$50	N/A
Board Room	\$30	\$70	N/A
Te Whare Puni	\$50	\$75	\$100
Kitchen	\$30/HOUR		
\$50 flat fee for additional kitchen hire with room booking			



☐ Compare

## Trojan

## Trojan 25mm Snap Off Knife

☆ ☆ ☆ ☆ ☆ No reviews yet

I/N: 0171117

**\$12.98**

Select your preferred purchase method

 **In-Store**

 Click & Collect

 **Delivery**



### Hamilton South



In stock

**Aisle 15, Bay 7**

[Choose another store >](#)



# Teri Dyes

167



[HOME](#) [FLAX DYES](#) [COTTON DYES](#) [WOOL & SILK DYES](#) [CHEMICALS](#) [ONLINE SHOP](#) [INFORMATION](#) [DOWNLOADS](#)

To see the full downloadable brochure for our flax dyes go to the [Downloads](#) page.

## PHORMALAN LIQUID DYES FOR FLAX

### Phormalan Flax Dyes

F1	Black
F2	Blue
F5	Golden Yellow
F10	Red
F11	Turquoise
F14	Yellow

<u>Size</u>	<u>Price</u>
250ml *	\$10.00
500ml	\$15.00
1Litre	\$25.00
2Litre	\$40.00

Prices include GST.

#### YOUR SHOPPING CART

No products in the cart.

#### CONTACT DETAILS

**Ioulia Crowley**

Phone: 027 376 4656

Email: [teri.dyes@xtra.co.nz](mailto:teri.dyes@xtra.co.nz)

Mail: PO Box 12096 Inner City Post

Palmerston North 4444

#### PRICE LISTS, COLOUR CHARTS AND FREE DYEING GUIDES

Download our informative FREE 'Guide to Dyeing' documents, dye colour charts and Teri Dyes price lists [here](#).

#### WE FREIGHT NZ-WIDE

We will post your purchase anywhere in New Zealand. Click [here](#) to see our

## ARIANA SHEEHAN

Ka tū ki Pukemokemoke te maunga tapu  
 Titiro iho ki te riu o Te Kuiti whakapeha i a au, auē!  
 Hīrere reia ka Tapuiwahine waiora!  
 Huihui ki te papa kainga Mōtiti e noho haumarū ai  
 a matatini e, tō tātou tūrangawaewae  
 Ngati Putaitemuri tū tonu.  
 Kia mau tonu ki tēnā, kia mau ki te kawau mārō.  
 Whanake ake! Whanake ake!



Ariana Sheehan is a weaver/textile artist and has been working with many traditional Māori materials producing kete and woven panels for over 20 years. Much of her work is influenced by traditional Māori patterns from weaving, taniko, whāriki and tukutuku.

Ariana completed her Bachelor of Contemporary Māori Arts, specialising in textile art at Te Wānanga o Aotearoa in 2014.

Ariana was recently included in the Kotahitanga-Unity through Creation exhibition and her woven panel is currently displayed at Creative Waikato. <https://kotahitangagallery.nz/>

Ariana has been accepted as an exhibiting artist for the up and coming Ohomairangi Foundation Matariki Exhibition in 2023. She is depicting the pūrakau surrounding Matariki by using visual elements that are reconstructed to create imagery, conveying new messages.





# PART 1: APPLICANT DETAILS

## Name and contact details

Are you applying as an individual or group?

Individual

☐

Group

☒

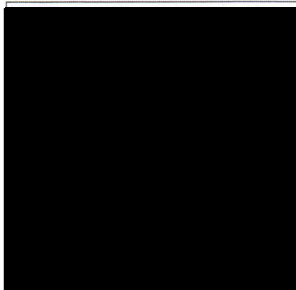
Full name of applicant:

Onewhero Society of Performing Arts Inc.

Contact person (for group):

Sylvia Devlin

Street address/PO Box:



Suburb:

Town/City:

Tuakau

Postcode:

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

Onewhero Society of Performing Arts Inc.

GST number:

080624387

Bank account number:



*If you are successful, your grant will be deposited into this account*

## Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Across wide age range

Māori:

☐

Detail:

Pacific Peoples:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☒

Detail:

South African, American, Belgian

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

Yes:

☐

No:

☒

*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.*

## How did you hear about the Creative Communities Scheme? (select **ONE** and mark with an X)

☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☒

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide)

# PART 2: PROJECT DETAILS

Project name: RENT - the Musical

Brief description of project:

First-ever full musical production to be undertaken by our Society

## Project location, timing and numbers

Venue and suburb or town:

OSPA Theatre, Onewhero

Start date:

1 February 2023

Finish date:

31 May 2023

Number of active participants:

20-25

Number of viewers/audience members:

300+

## Funding criteria: (select **ONE** and mark with an X)

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

☒ **Access and participation:** Create opportunities for local communities to engage with, and participate in local arts activities

☐ **Diversity:** Support the diverse artistic cultural traditions of local communities

☐ **Young people:** Enable young people (under 18 years of age) to engage with, and participate in the arts

## Artform or cultural arts practice: (select **ONE** and mark with an X.)

☐ Craft/object art

☐ Dance

☐ Inter-arts

☐ Literature

☐ Music

☐ Ngā toi Māori

☐ Pacific arts

☐ Multi-artform (including film)

☒ Theatre

☐ Visual arts

## Activity best describes your project? (select **ONE** and mark with an X)

☐ Creation only

☐ Presentation only (performance or concert)

☒ Creation and presentation

☐ Presentation only (exhibition)

☐ Workshop/wānanga



## 1. The idea / Te Kaupapa: What do you want to do?

Onewhero Society of Performing Arts (OSPA) plans to stage RENT - a musical production - in the first half of 2023. This is a departure for our small, rural theatre inasmuch as we have previously only staged plays and pantomimes. While these sometimes included a few musical numbers we have decided to challenge ourselves and tackle a full-scale musical. We have established a reputation for staging award-winning dramas/pays, so are confident we can pull this off.

## 2. The process / Te whakatutuki: How will the project happen?

The cost to cover the performance rights and royalties for this musical is three-to-four times greater than for a play, so any financial assistance will be a great help. The set is largely made up of scaffolding, for which we have obtained a quote covering installation, 9 weeks' rental, and break-down. Counties Scaffolding are aware that this production is not taking place until the first half of 2023. We are seeking a grant of \$3,000 to cover the cost of scaffolding, costume hire, props and marketing, as per attached budget.

## 3. The people / Nga tangata: Tell us about the key people and/or the groups involved.

The person who will direct RENT has over 20 years' amateur theatre experience. He already has performers from as far away as Hamilton in the south and Manurewa in the north interested in participating. In addition, we will audition and appoint local performers to join the cast.

There will also be a number of people required to help build the set, design and operate lighting, run the sound desk (the rights include recorded full orchestration), and others to assist back-stage with dressing, props, stage management, marketing etc.

## 4. The criteria / Nga paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity of young people.

We enjoy excellent support from our local and wider communities for our shows. Being located in a totally rural location, the theatre provides an opportunity for participants to express their creativity and for audiences to enjoy socialising with friends and neighbours and meeting those from further afield, whilst having access to top-class entertainment. Since RENT has something of a cult following (both by performers and audiences), we anticipate this show attracting people who may not have attended OSPA Theatre previously.



# PROJECT DETAILS (budget)

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?

Yes

☐

Do NOT include GST in your budget

No

☐

Include GST in your budget

Project costs		Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.
Item eg hall hire	Detail e.g. 3 days' hire at \$100 per day	Amount e.g. \$300
Scaffolding for set	9 weeks' rental, installation & break-down	2095.00
Costumes	Hireage	500.00
Props	Purchase	200.00
Marketing	Printing & paid-for advertising	300.00
<b>Total Costs</b>		<b>\$3195.00</b>
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.
Income e.g. ticket sales	Detail e.g. 250 tickets at \$15 per ticket	Amount e.g. \$3,750
Ticket sales	300 @ \$25	7000.00
<b>Total Income</b>		<b>\$7000.00</b>
<b>Costs less income</b>	<b>This is the maximum amount you can request from CCS</b>	<b>\$ 0.00</b>
<b>ENTER amount you are requesting from Creative Communities Scheme</b>		<b>\$3000.00</b>

# PROJECT DETAILS (budget)

## Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed
	N/A		

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
	N/A		

## Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Applications and queries can be emailed to [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)**



# PART 3: DECLARATION

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)

☒ 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

☒ Keep receipts and a record of all expenditure for seven years

☒ Participate in any funding audit of my organisation or project conducted by the local council

☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>

☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987

☒ I/we consent to Waikato District Council 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 details/photos 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

NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal

Name

Sylvia Devlin

(Print name of contact person/applicant)

Signed:



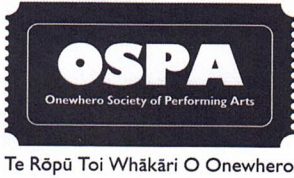
☐ Please accept this ticked box as part of my Declaration, along with my emailed application, as I'm not in a position where resources are readily available to print and scan.

(Applicant or arts organisation's contact person)

Date:

15/08/22





## Budget for OSPA's 2023 production of RENT

Prepared by Marty Wilson - Director

ITEM	BUDGETED AMOUNT	ACTUAL SPEND	DIFFERENCE
Set	\$2,100.00		
Costume	\$500.00		
Props	\$200.00		
Marketing	\$300.00		
Totals	\$3,100.00	\$0.00	\$0.00

*This budget is over and above the cost of the rights and royalties.*



# QUOTE

OSPA Theatre

**Date**  
 12 Aug 2022

**Expiry**  
 11 Sep 2022

**Quote Number**  
 QU-5538

**GST Number**  
 070-205-815

 COUNTIES SCAFFOLDING  
 LIMITED  
 PO Box 354  
 PUKEKOHE 2340  
 NEW ZEALAND  
 Phone: 0800 924 807

Indicative price to supply, erect and dismantle scaffolding on stage as per marked out stage plan.

This will consist of

#1 Scaffold and access 1.4mtrs high x 4.0mtrs long

#2 Scaffold Tree to 3.5mtrs high

#3 Scaffold 1.0mtr high for moon light

#4 3 x scaffold tables

These prices are calculated assuming theatre is local ie Onewhero.

Description	Quantity	Unit Price	Amount NZD
Install/Dismantle Scaffold as required #1	1.00	450.00	450.00
Hire to be invoiced at \$45.00+GST per week			
Install/Dismantle Scaffold as required #2 Scaffold Tree	1.00	650.00	650.00
Hire to be invoiced at \$65.00+GST per week			
Install/Dismantle Scaffold as required #3 Scaffold for Moon Light 1.0mtr high	1.00	350.00	350.00
Hire to be invoiced at \$35.00+GST per week			
Install/Dismantle Scaffold as required #4 tables x 3	3.00	150.00	450.00
Hire to be invoiced at \$15.00+GST each per week			
Deliver/Pick up	1.00	195.00	195.00
		Subtotal	2,095.00
		TOTAL GST 15%	314.25
		<b>TOTAL NZD</b>	<b>2,409.25</b>

**Name and contact details**

Are you applying as an individual or group?

Individual ☐Group ☒

Full name of applicant:

Toi Ako Artspace c/o Te Kauwhata Community House

Contact person (for group):

Lauren Hughes

Street address/PO Box:

Suburb:

Town/City:

Te Kauwhata

Postcode:

3710

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

Te Kauwhata Community House

GST number:

65845008

Bank account number:

*If you are successful, your grant will be deposited into this account***Ethnicity of applicant/group** (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☒

Detail:

Pacific Peoples:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☒

Detail:

We are a service for the whole community

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

Yes:

☒

No:

☐*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.***How did you hear about the Creative Communities Scheme?** (select **ONE** and mark with an X)☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide

☐

Previous Applicant

**Project name:** Nature-connected Arts Initiatives

Brief description of project:

Series of nature-connected arts workshops in Te Kauwhata and Meremere

**Project location, timing and numbers**

Venue and suburb or town:

Toi Ako Artspace, Te Kauwhata Domain, Meremere Hall

Start date:

1 Oct 2022

Finish date:

6 April 2023

Number of *active* participants:

200

Number of viewers/audience members:

**Funding criteria:** (select **ONE** and mark with an X)

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

☒

**Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐

**Diversity:** *Support the diverse artistic cultural traditions of local communities*

☒

**Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

**Artform or cultural arts practice:** (select **ONE** and mark with an X.)

☒

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☒

Ngā toi Māori

☐

Pacific arts

☐

Multi-artform (including film)

☐

Theatre

☐

Visual arts

**Activity best describes your project?** (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☐

Creation and presentation

☐

Presentation only (exhibition)

☒

Workshop/wānanga

# PROJECT DETAILS

---

## 1. The idea / Te Kaupapa: What do you want to do?

We want to deliver a series of nature-connected arts workshops in Te Kauwhata and Meremere in Term 4 2022 and Term 1 2023 to foster participation and hauora. These will complement and enhance our existing programmes and cater for people of all ages and backgrounds. Workshops will include Community Garden Mosaics, Handmade paper and natural dyes, Stone painting and mandala, Wreathmaking, Rongoaa, Super stick people, Raranga and our Children's Day Nature Play programme.

## 2. The process / Te whakatutuki: How will the project happen?

Details of each workshop and tutor are provided in our supporting document. Toi Ako is an established organisation with a history of delivering arts opportunities and events in Te Kauwhata and Districts. We operate an artspace in Te Kauwhata and rent spaces as required in our wider districts. We have extensive community networks for promotion as well as social media channels and a website [www.toiako.org](http://www.toiako.org). The programmes will be delivered by Toi Ako staff and contractors.

## 3. The people / Nga tangata: Tell us about the key people and/or the groups involved.

The team involved in these workshops are:  
 Lauren Hughes - Toi Ako Manager, Art Therapist and Tutor  
 Kris Byrant - Toi Ako, Programme Lead - Rangitahi  
 Mihi Waru - Guest tutor, Raranga  
 Karina Townsend - Guest tutor, Wreathmaking  
 Darin Blackman and Phyllis Hughes-Waerea - Guest tutors, Rongoaa

## 4. The criteria / Nga paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity of young people.

We expect to engage over 200 active artmakers from pre-school to senior citizens. Many of our programmes are whanau focussed. We love to see multiple generations being creative together. Our Children's Day Nature Play programme is specifically aimed at children 3-12yrs.  
 All workshops are subsidised and many are koha based. They are also designed to utilise natural materials so that participants can continue to practice their artforms from home after the class. They are affordable, accessible and have a practical application for people in their daily lives.

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☒    Do NOT include GST in your budget  
    No    ☐    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> <i>eg hall hire</i>	<b>Detail</b> <i>e.g. 3 days' hire at \$100 per day</i>	<b>Amount</b> <i>e.g. \$300</i>
See full budget attached	Garden Mosaic Workshops	\$1,410.00
	Handmade Paper and Natural Dyes Workshop	\$410.00
	Stone painting and Mandala - TK & Meremere	\$478.00
	Wreathmaking	\$420.00
	Rongoa series	\$2,740.00
	Super Stick People - TK & Meremere	\$440.00
	Raranga	\$720.00
	Children's Day Nature Play	\$840.00
	Meremere Hall Hire	\$400.00
	Contribution to Toi Ako venue overheads in lieu of rent	\$2,000.00
<b>Total Costs</b>		<b>\$9,858.00</b>
<b>Project Income</b>	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.	
<b>Income</b> <i>e.g. ticket sales</i>	<b>Detail</b> <i>e.g. 250 tickets at \$15 per ticket</i>	<b>Amount</b> <i>e.g. \$3,750</i>
Fees and Koha	Garden Mosaic Workshops	\$969.00
Other Funding	Handmade Paper and Natural Dyes Workshop	\$3,380.00
	Stone painting and Mandala - TK & Meremere	
	Wreathmaking	
	Rongoa series	
	Super Stick People - TK & Meremere	
<b>Total Income</b>		<b>\$4,349.00</b>
<b>Costs less income</b>	<b><i>This is the maximum amount you can request from CCS</i></b>	<b>\$5,509.00</b>
<b>ENTER amount you are requesting from Creative Communities Scheme</b>		<b>\$5,499.00</b>



**Other financial information**

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/unconfirmed
	Ministry of Culture and Heritage	\$3,380.00	Confirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
28/3/2022	Matariki Community Carving Festival	\$4,000.00	No
11/6/2021	Term 3 & 4 Programme 2021	\$5,000.00	Yes
1/11/2020	Term 1 & 2 Programme 2021	\$5,000.00	Yes
14/10/2019	Term 2 to 4 Programme 2020	\$6,500.00	Yes
02/10/2018	Term 4 2019 & Term 1 2020	\$6,500.00	Yes

**Important Other financial information**

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Applications and queries can be emailed to [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)**

**You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.**

☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)

☒ 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

☒ Keep receipts and a record of all expenditure for seven years

☒ Participate in any funding audit of my organisation or project conducted by the local council

☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>

☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987

☒ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name

(Print name of contact person/applicant)

Signed:

Please accept this ticked box as part of my Declaration, along with my emailed application, as I'm not in a position where resources are readily available to print and scan.

(Applicant or arts organisation's contact person)

Date:

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# PART 1: APPLICANT DETAILS

## Name and contact details

Are you applying as an individual or group?

Individual

☒

Group

☐

Full name of applicant:

Sasha Louise McGaughran

Contact person (for group):

Sasha

Street address/PO Box:

Suburb:

Town/City:

Waikato

Postcode:

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

S L McGaughran

GST number:

Bank account number:

*If you are successful, your grant will be deposited into this account*

## Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☐

Detail:

Pacific Peoples:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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

Yes:

☐

No:

☒

*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.*

## How did you hear about the Creative Communities Scheme? (select **ONE** and mark with an X)

☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☒

Other (please provide)

Friendship House (Huntly)

# PART 2: PROJECT DETAILS

184

**Project name:** Huntly Short Film Club

Brief description of project:

A local group that can help each other learn and create short films together.

## Project location, timing and numbers

Venue and suburb or town:

Huntly Community

Start date:

03/02/2023

Finish date:

21/07/2023

Number of *active* participants:

12

Number of viewers/audience members:

50+socialmedia

**Funding criteria:** (select **ONE** and mark with an X)

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

☒

**Access and participation:** Create opportunities for local communities to engage with, and participate in local arts activities

☐

**Diversity:** Support the diverse artistic cultural traditions of local communities

☐

**Young people:** Enable young people (under 18 years of age) to engage with, and participate in the arts

**Artform or cultural arts practice:** (select **ONE** and mark with an X.)

☐

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☐

Ngā toi Māori

☐

Pacific arts

☒

Multi-artform (including film)

☐

Theatre

☐

Visual arts

**Activity best describes your project?** (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☒

Creation and presentation

☐

Presentation only (exhibition)

☐

Workshop/wānanga

# PROJECT DETAILS

---

## 1. The idea / Te Kaupapa: What do you want to do?

To bring together local's with an interest in Film making. The group will work together to help each individual member to create their own short film.

## 2. The process / Te whakatutuki: How will the project happen?

-To begin we will meet as a group and discuss the process. Each group member will draw out a month to film, a genre and a camera technique that they will have to apply to their short film.  
 -Then the group can meet at the start of each month - the assigned group member can present their script 'concept' for their short film and the group can assign roles to each member and help create that short film as a group.  
 -Once all members short films are created we can hold a short film showcase to present them.

## 3. The people / Nga tangata: Tell us about the key people and/or the groups involved.

Local community  
 Friendship House Huntly, Community Charitable Trust  
 / Creative Huntly  
 Mens Shed Huntly  
 Local art groups

## 4. The criteria / Nga paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity of young people.

With this club available to the community it will give many locals the opportunity for a new creative outlet, help to find people with similar interests and bring together a group with a range of different skills.

Each short film we will reassign each persons role, this way the entire group will get to experience each role that it takes to create a short film. Giving them a full knowledge of how to create a short film and the ability to utilize different members skills within the group.



## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☒    Do NOT include GST in your budget.

No	Include GST in your budget
----	----------------------------

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> e.g. hall hire	<b>Detail</b> e.g. 3 days' hire at \$100 per day	<b>Amount</b> e.g. \$300
club facilitator	3 hours over 26 weeks at \$30 hour	2,340.00
Venue Hire	Friendship House \$10 for 3 hours over 26 weeks	780.00
Short film budget	Mens Shed material costs, St Johns hire / cost	1,200.00
	local sewing group costs / Hire, equipment Hire,	
	Props = \$100 x 12	
Technology	Projector for viewing / editing \$300	660.00
	USB Harddrives \$30 x 12	
Hospitality Costs	Refreshments for showcase 50+ people	300.00
Stationery	Notebooks \$4 each x 12, pens \$4 pack	50.00
Koha	Koha for Marae-based consultations / advice	600.00
<b>Total Costs</b>		<b>\$5,930.00</b>
<b>Project Income</b>	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.	
<b>Income</b> e.g. ticket sales	<b>Detail</b> e.g. 250 tickets at \$15 per ticket	<b>Amount</b> e.g. \$3,750
Ticket Sales	\$5 ticket for 50	250.00
membership fee	\$50 membership fee for 12 people	600.00
Digital lift Grant	Applying for \$1000 Grant for Software,	1000.00
	Digital Software (photoshop, Finalcut etc)	
venue Hire	Donated by Friendship House	780.00
<b>Total Income</b>		<b>\$2,630.00</b>
<b>Costs less income</b>	<b>This is the maximum amount you can request from CCS</b>	<b>\$3,300.00</b>
<b>Amount you are requesting from the Creative Communities Scheme</b>		<b>\$3,300.00</b>

# PROJECT DETAILS <sup>187</sup> (budget)

## Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed
29/07/22	Digital lift	\$1000.00	unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)

## Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Please send application to:** [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)

If you have any further questions, please contact [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)  
0800 492 452 - Lianne van den Bemd

# PART 3: DECLARATION

188

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)

☒ 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

☒ Keep receipts and a record of all expenditure for seven years

☒ Participate in any funding audit of my organisation or project conducted by the local council

☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>

☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987

☒ I/we consent to Waikato District Council 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 details/photos 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

NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal

Name

Sasha McGaughran

(Print name of contact person/applicant)

Signed:

*Sasha McGaughran*

(Applicant or arts organisation's contact person)

Date:

27/07/2022




## KIA ORA...HELLO THERE

### - A little about me -

My Name is Sasha and I'm a passionate creative living in Huntly, Waikato. I've lived in Huntly my whole life with a 5 year stint in Auckland where I studied and worked in many creative roles.

My education was strongly focused on TV and Film. Gaining a Diploma in applied Animation and a Diploma in Production Design and Sculpting. However, my passion lies in all creative avenues such as painting, design, photography and drawing. Through my education I was lucky enough to gain some amazing experiences within the TV / Film and Theatre industry.

I currently do a range of art workshops for Creative Huntly. Teaching the community a variety of skills from candle-making to life drawing classes. I also do freelance design work for clients and small businesses in the Huntly Community as well as selling my own personal artwork.




*Sasha McGaughran*  
**CREATIVE PORTFOLIO**

sasha.mcg@gmail.com

0273601302





I've been painting my whole life and it's a deep passion for me. I mainly work in Acrylic paint but have experience in all other mediums such as oil, gouache and fluid paint

I'm currently selling my paintings and taking commissions from clients.



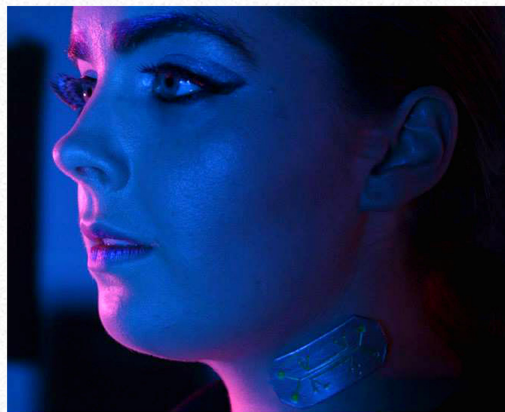


## MAKE UP / SFX



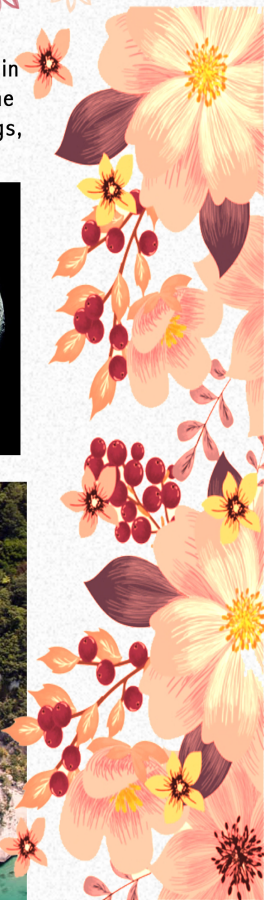
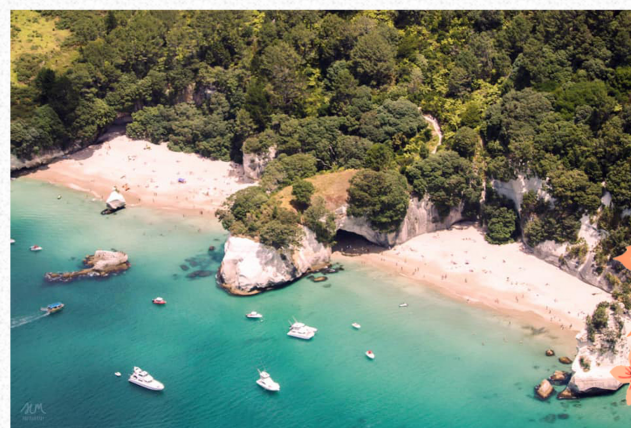
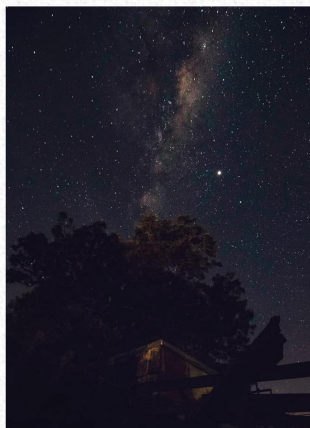
I have a diploma in make up and special effects for film and TV and found a huge passion in the special effects and prosthetic area in make up.

Through my training I learned a number of skills which include, Beauty make up, Hair, Stage make up, Special Effect make up and prosthetics.



# PHOTOGRAPHY

Photography is a new passion of mine with a large interest in Astro-Photography. I've been lucky enough to capture some special moments from celebrations, special events, weddings, pregnancy shoots and some amazing locations.







## ANIMATION

I also have a Diploma in 2D animation and character design. Animation and drawing characters is my first love and something I've been practicing since childhood.

During my training I covered the entire process of creating a full animated feature from start to finish. I was also lucky enough to be mentoured by Disney animator John Ewing who worked on One Hundred and One Dalmatians through to The Jungle Book and more.





## DESIGN

I've been producing design work for a range of clients for years. Which has taught me how to meet client briefs and time management. I have experience working in Photoshop, Illustrator and other programs and have completed a range of designs such as: Wedding Invitations / School year books / Invitations / Brochures / Business cards and Logo Design.





## WORK EXPERIENCES.

### Make-Up/ Sfx Work

- Who is the animal, Short Film

Make-up assistant

- Personal Clients

Beauty Make up and Hair

- Mamma Mia, Civic Theatre

Hair and make-up

Costume dresser

- Practical skills, Short Film

Lead Make-up artist

Lead hair stylist

- Family, Short Film

Lead Make-up artist

Lead hair stylist

- Stage 5, Short Film

Lead Make-up artist

### Graphic Design Work

- Personalized Invitations
- Huntly Primary School -  
Year books / Brochures
- Spencer Flooring - Logo Design
- Creative Huntly - Art Strategy Book
- Huntly Museum - Logo Design

### Photography / Film Work

- Maternity Shoots

- Weddings

- Design photo content

- Make-Up photoshoots

- Event photography

- Video Advertising

Creative Huntly

- Who is the animal, Short Film

Cinematographer

### Art Workshops

- Candle Making

- Cartoon / Manga drawing

- Comic Strips

- Paint pouring

- Life Drawing

- Mosaic Art

- String Art

- Resin Art

- Introduction to film

- Make-up SFX tutorials





cut above academy

This Is To Certify That

Sasha McGaughran

is hereby awarded the

**DIPLOMA IN PRODUCTION  
DESIGN & SCULPTING  
LEVEL 5**

Given under this Seal of the Cut Above Academy  
this 17<sup>th</sup> day of July 2014



*R. McNabney*

RACHELLE MCNABNEY  
CAMPUS DIRECTOR

**QUALIFICATIONS**

This is to certify that

Sasha Louise McGaughran

has achieved the required standard for the Award of

**FREELANCE ANIMATION SCHOOL LTD**

**DIPLOMA IN APPLIED ANIMATION  
Level 6**

*Barry Pearce*  
Barry Pearce  
Director



*Peter J. Roselt*  
Peter J. Roselt  
General Manager

The course is approved by the New Zealand Qualifications Authority under section 258 of the Education Act 1989



## REFERENCES

### NICHOLA SPENCER

#### DESIGN CLIENT

We have had the privilege of using Sasha's design services in the past for our company logo. She sat down with us and listened to our ideas and went away to create a really well thought out and interesting design. She was easy to work with and listened to our needs really well. Overall we were really pleased with her design work and workmanship.

Sasha has also used her design skills to create my children's customised birthday party invitations. She listened to what I wanted and used her skills to come up with exactly what I was after and better. Her talent for detail in design, colours and layout is what makes her work look very professional.

### JAMES NOLA

#### CREATIVE CO-WORKERS

jamesnola69@gmail.com

I have witnessed tremendous growth in Sasha over the many projects and years we have worked together. Her ingenuity and focus as well as her talent for picking up skills quickly, will allow her to excel in any project. I can confidently say that Sasha would make a positive and beneficial addition to any team and she has my highest recommendation. If you have any questions please do not hesitate to contact me.



### MATTHEW STEVENS

#### CHARACTER REFERENCE

vanityx@windowslive.com

Sasha and I met 15 years ago. During this time she's been one of the most consistently creative, artistic and genuine people that I've ever met.

Sasha's work always takes on this quality of whimsy and wonder with a refined touch- it's something that I've always been in awe of and aspired to work towards. Throughout our many years of friendship, she's experimented with many different areas of the creative world, from animation to special fx makeup to photography. She shows us all that we shouldn't be confined to what we consider ourselves to be, and that stepping out of our comfort zone and into the unknown can be the best thing we've ever done for ourselves. I often turn to Sasha for mentorship and advice for my own artistic journey, she's always been a fantastic (and patient) teacher, taking a very hands on and demonstrative approach. She truly understands all aspects of the creative process and is always willing to help anyone who needs it.

### ALEX & NICOLE WARD

#### PHOTOGRAPHY CLIENTS

We had our maternity shoot with Sasha and couldn't be happier with the pictures she captured. Sasha took the time to speak with us about what we wanted to achieve. She planned each location with that in mind and made sure we were comfortable during our time. As a result we have a beautiful portfolio of images we will treasure and I look forward to working with Sasha again.



# PART 1: APPLICANT DETAILS

## Name and contact details

Are you applying as an individual or group?

Individual ☐

Group ☒

Full name of applicant: Friendship House (Huntly) Community Charitable Trust

Contact person (for group):

Street address/PO Box:

Suburb:

Town/City:

Huntly

Postcode:

3700

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

Friendship House (Huntly)

GST number:

108259434

Bank account number:

*If you are successful, your grant will be deposited into this account*

## Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☒

Detail:

Pacific Peoples:

☒

Detail:

Asian:

☒

Detail:

Middle Eastern/Latin American/African:

☒

Detail:

Other:

☒

Detail:

all in our community

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

Yes:

☒

No:

☐

*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.*

## How did you hear about the Creative Communities Scheme? (select ONE and mark with an X)

☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☒

Other (please provide

## PART 2: PROJECT DETAILS

**Project name:** Creative Huntly - The Interim

Brief description of project:

To provide funding for our art classes as they are growing rapidly whilst we wait for our art hub dream to become a reality

### Project location, timing and numbers

Venue and suburb or town:

Huntly and the surrounding districts

Start date:

January 2023

Finish date: June 2023

Number of *active* participants:

210

Number of viewers/audience members:

unlimited

### Funding criteria: (select **ONE** and mark with an X)

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

☒ **Access and participation:** Create opportunities for local communities to engage with, and participate in local arts activities

☐ **Diversity:** Support the diverse artistic cultural traditions of local communities

☐ **Young people:** Enable young people (under 18 years of age) to engage with, and participate in the arts

### Artform or cultural arts practice: (select **ONE** and mark with an X.)

☐ Craft/object art

☐ Dance

☐ Inter-arts

☐ Literature

☐ Music

☐ Ngā toi Māori

☐ Pacific arts

☒ Multi-artform (including film)

☐ Theatre

☐ Visual arts

### Activity best describes your project? (select **ONE** and mark with an X)

☐ Creation only

☐ Presentation only (performance or concert)

☒ Creation and presentation

☐ Presentation only (exhibition)

☐ Workshop/wānanga



# PROJECT DETAILS

## 1. The idea / Te Kaupapa: What do you want to do?

We are looking to fund a further 26 weeks of after hours tutor costs and funds for our Kids art Club which has grown so big we need an additional day each week to accommodate them all. Our after hours tutor classes have been so well received that we have received feedback in support of more A/H classes. We are wanting to extend our A/H tutor time for a further 6 months until our arts strategy is complete. Creative Huntly has the capability to continue to grow and develop and deliver great art programmes. Continuing to have an after hours tutor will increase our operational capacity, however ~~what~~ *what we are currently lacking is funding for this role to continue.*

## 2. The process / Te whakatutuki: How will the project happen?

The process will involve a series of classes and workshops being run out of both the Friendship House in Huntly and the Huntly West Hub so we ensure our classes and workshops are all inclusive and accessible for all. We also hope to have a building leased soon to house the Creative Huntly Art HUB and will be looking forward to finally having a true home for the Huntly arts. Although we have not finalised what these classes will consist of, we aim to use the soon to be completed Strategic Arts Doc to plan these at a later date. Thus ensuring that each class is consistent with the wider community *and their interests and needs. We currently have over 300 responses from a good cross section of the community.*

## 3. The people / Nga tangata: Tell us about the key people and/or the groups involved.

The groups involved will be Friendship House Huntly, The Huntly West Hub, The Huntly Menshed, Numerous schools and art groups, local businesses, local artists as well as members of our community. As well as Sasha our A/H tutor and Evelyn our arts coordinator. We also have a lovely Toi Maori painter that studied at Te Whanaga to assist us in developing classes to increase our cultural arts capability

## 4. The criteria / Nga paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity of young people.

The art classes and workshops will be inclusive of all in our community and the surrounding districts and we have numerous Toi Maori art tutors on hand to ensure a diverse range of cultural learning opportunities  
Side Note: I have attached survey data results thus far and the video we made to give you a brief snapshot of the Huntly Arts and the direction the community wants us to head in. We wrote and produced the song ourselves so it has a bit of a country vibe.



# PROJECT DETAILS (budget)

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered? Yes ☐ Do NOT include GST in your budget

No ☐ Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item eg hall hire</b>	<b>Detail e.g. 3 days' hire at \$100 per day</b>	<b>Amount e.g. \$300</b>
Kids Art Tutor	160 hours @ \$25 per Hour	\$4000.00
Kids Art Resources	Misc consumables for Art	\$600.00
After Hours Tutor	104 hours @ \$30 per hour	\$3120.00
A/H Resources	Consumable Art Resources for Classes	\$1000.00
Creative Writing Tutor	16 hours @ \$30 hour	\$480.00
<b>Total Costs</b>		<b>\$9,200.00</b>
<b>Project Income</b>	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.	
<b>Income e.g. ticket sales</b>	<b>Detail e.g. 250 tickets at \$15 per ticket</b>	<b>Amount e.g. \$3,750</b>
Kids Art Club Tickets	40 tickets @ \$15 each	\$ 600.00
Creative Writing Tickets	10 tickets @ \$30 each	\$ 300.00
After Hours Tickets	130 tickets @ \$5 each and 130 @ \$10 each	\$ 1,950.00
<b>Total Income</b>		<b>\$ 2,850.00</b>
<b>Costs less income</b>	<b>This is the maximum amount you can request from CCS</b>	<b>\$6350.00</b>
<b>ENTER amount you are requesting from Creative Communities Scheme</b>		<b>\$6350.00</b>

# PROJECT DETAILS (budget)

## Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
01/10/2019	Creative Huntly	\$ 3,437.95	Y
01/06/2020	Creative Huntly	\$ 2,821.35	Y
01/12/2020	Creative Huntly	\$ 2,859.00	Y
01/06/2020	Creative Huntly	\$ 2,500.00	Y
01/10/2021	Creative Huntly	\$ 2,250.00	Y

## Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Applications and queries can be emailed to [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)**



## PART 3: DECLARATION

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☒ 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
- ☒ Keep receipts and a record of all expenditure for seven years
- ☒ Participate in any funding audit of my organisation or project conducted by the local council
- ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☒ I/we consent to Waikato District Council 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 details/photos 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

NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal

Name

Evelyn Shead

(Print name of contact person/applicant)

Signed:



- ☐ Please accept this ticked box as part of my Declaration, along with my emailed application, as I'm not in a position where resources are readily available to print and scan.

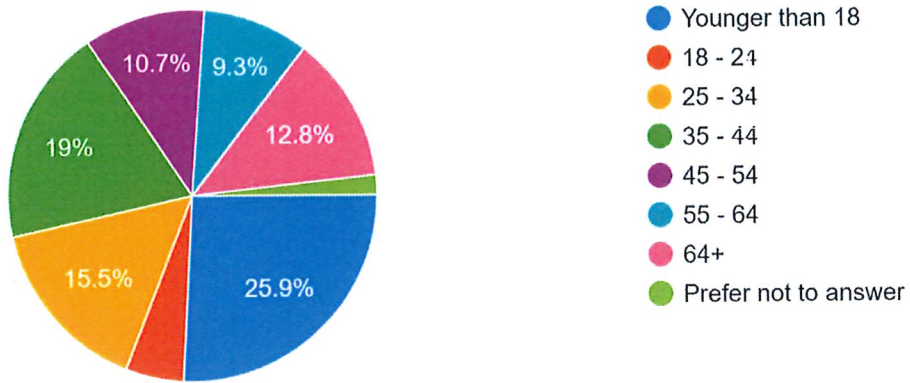
(Applicant or arts organisation's contact person)

Date:

27/07/2022

Which of the following describes your age?

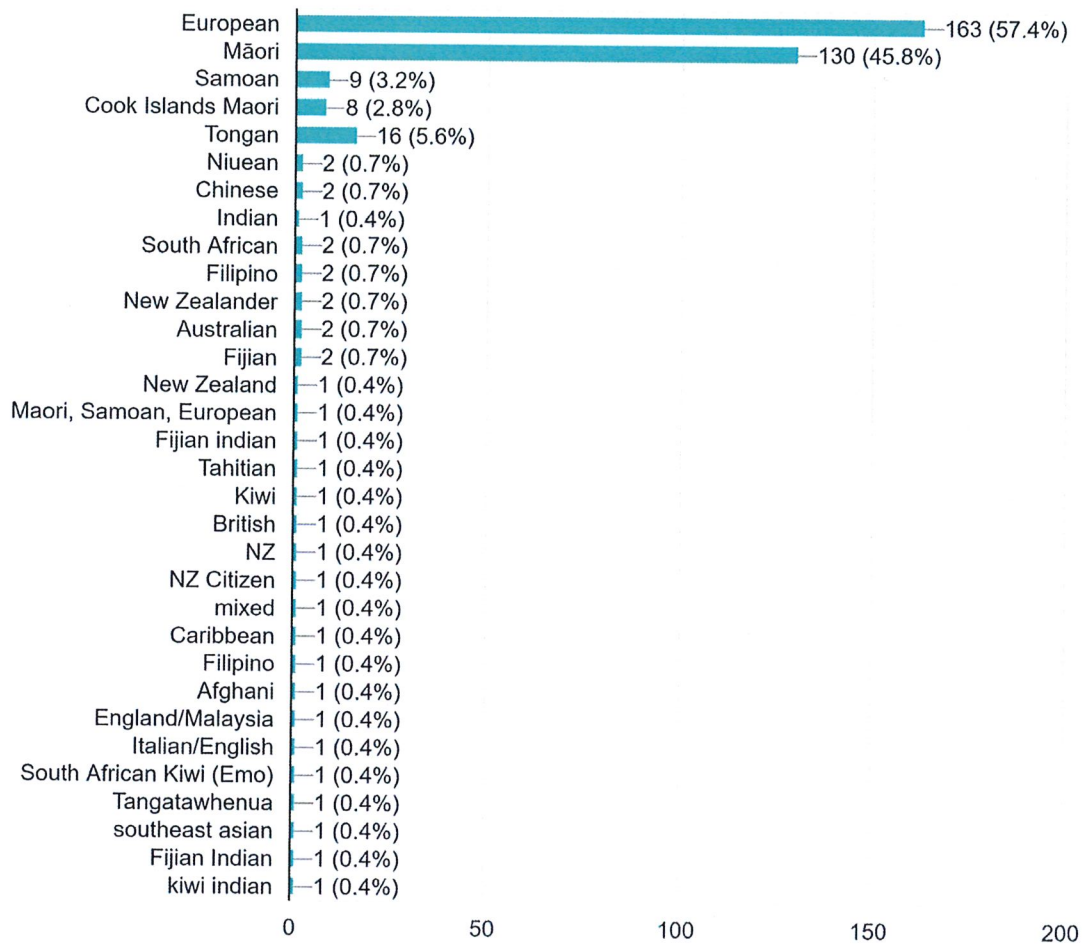
290 responses





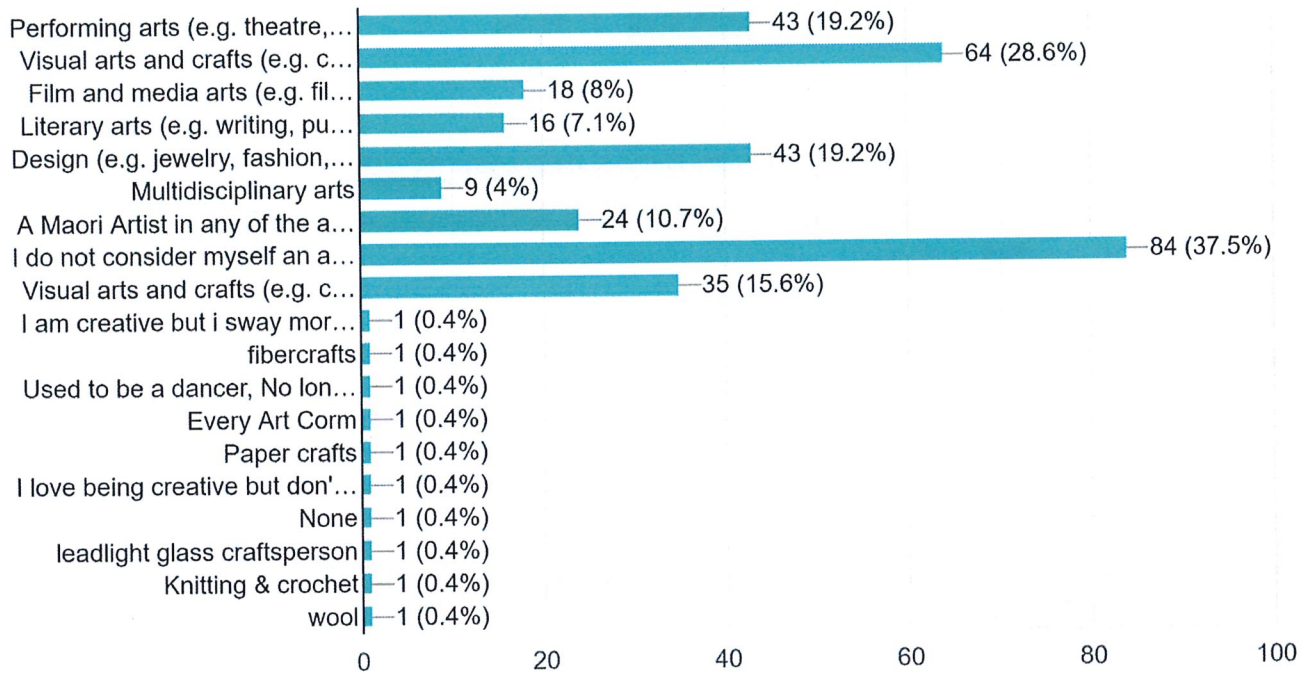
What ethnicity/ethnicities do you identify as? (please write below)

284 responses



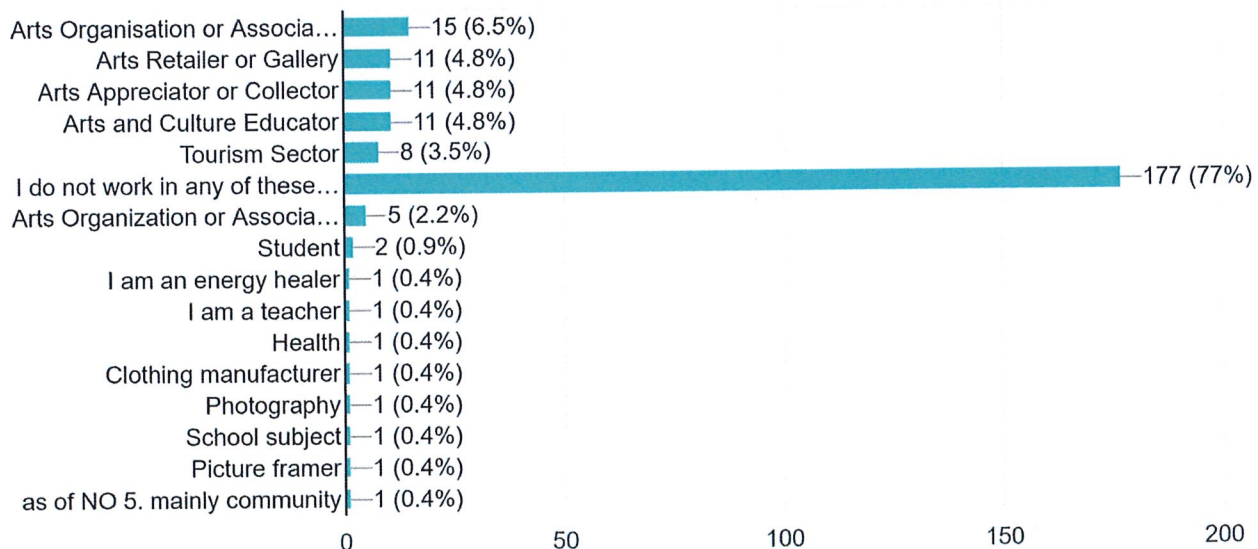
Please tell us what type of artist you identify as (choose as many as apply)

224 responses



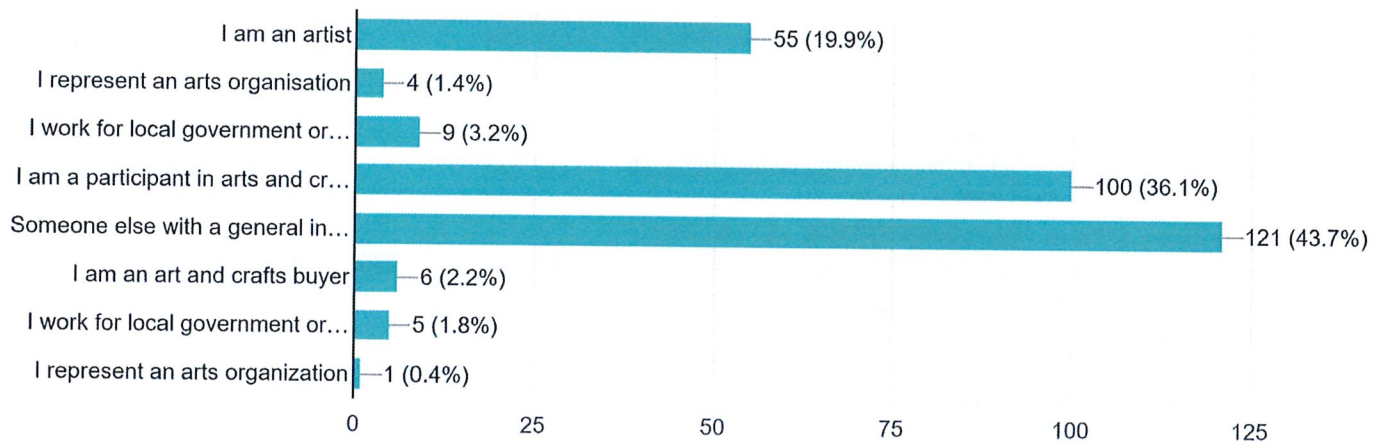
Which of the below do you identify as being involved or employed in, please choose one or more of the following Creative Economy categories

230 responses



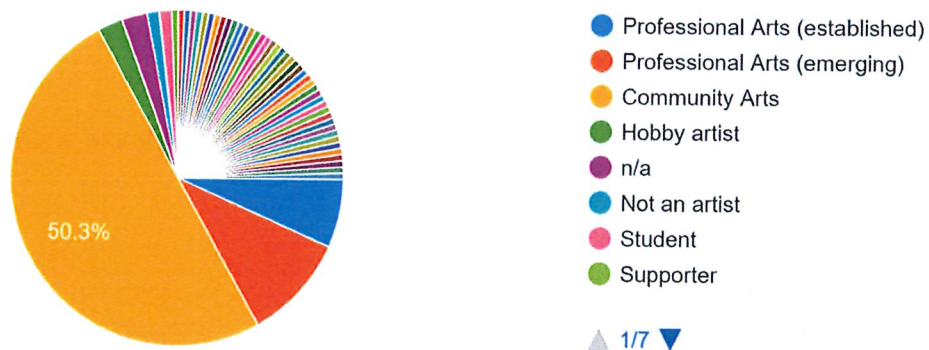
## Which of the following statements apply to you?

277 responses



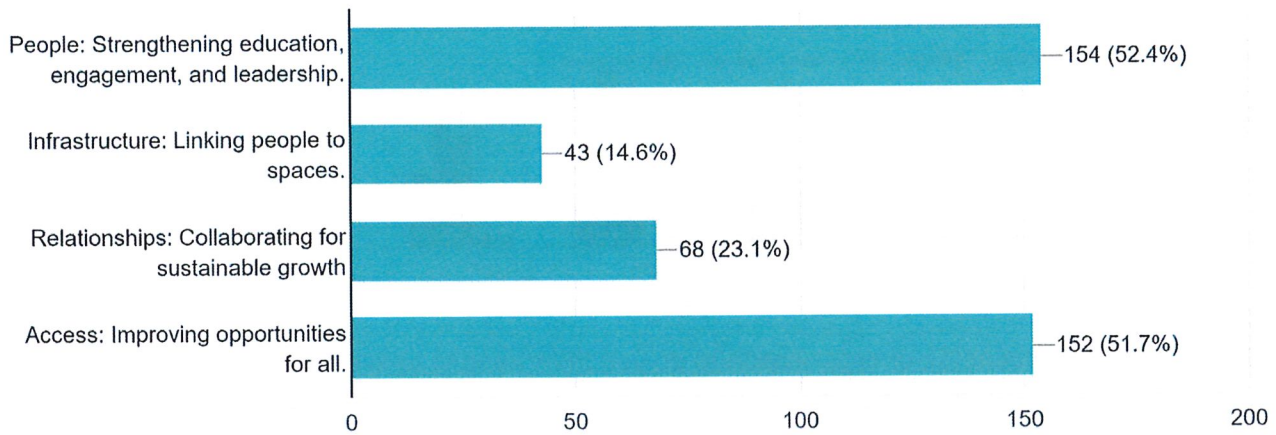
## Which of these categories do you feel identifies you most as an artist? (If you are not an artist please skip to question 8)

167 responses



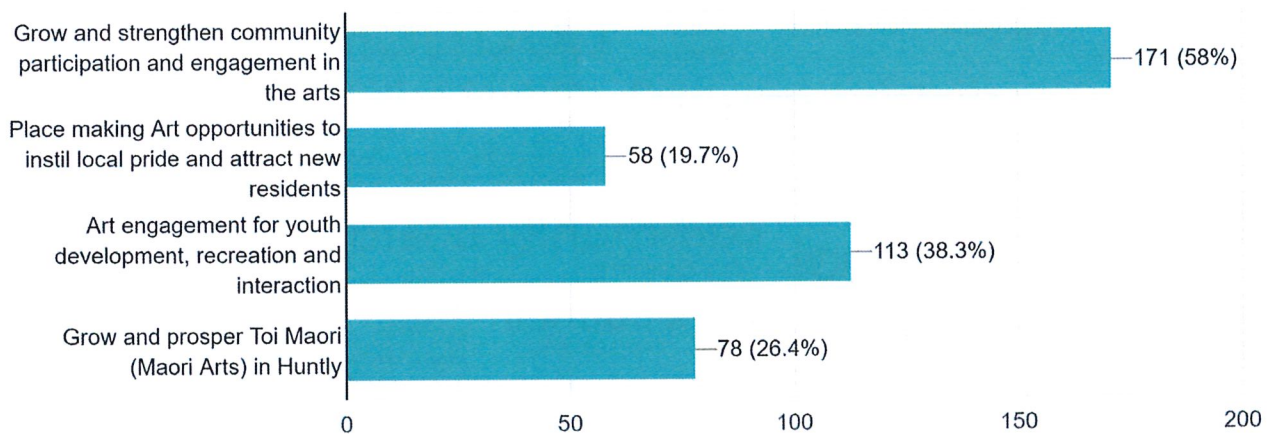
Which of the following four themes do you consider most important for developing the Huntly arts?

294 responses



The following four categories were identified by members of the greater Waikato as being highly important to community arts and culture. Where would you like to see the Huntly arts focus its resources most?

295 responses



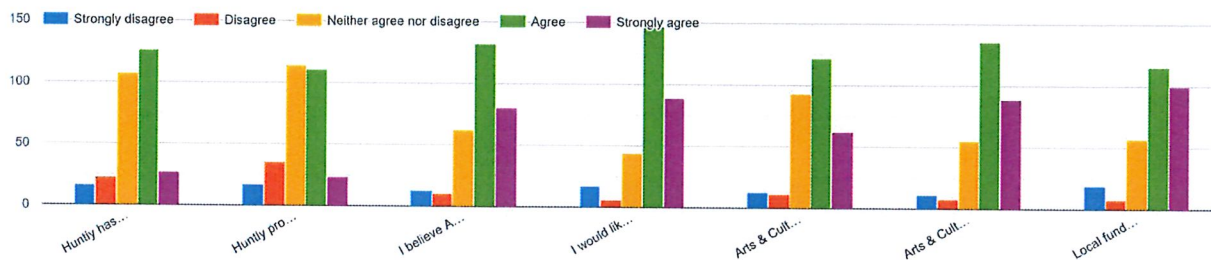
Please indicate what level do you agree or disagree with the following statements about Arts & Culture in Huntly:

1. Huntly has a thriving arts and crafts range
2. Huntly provides opportunities for emerging artists
3. I believe Arts & Culture have the ability to address a wide range of community concerns and contribute to the positive transformation of a community
4. I would like to see more opportunities to engage in Arts & Cultural activities in Huntly
5. Arts & Culture are important to me and my family
6. Arts & Culture are an important or essential component of a thriving community

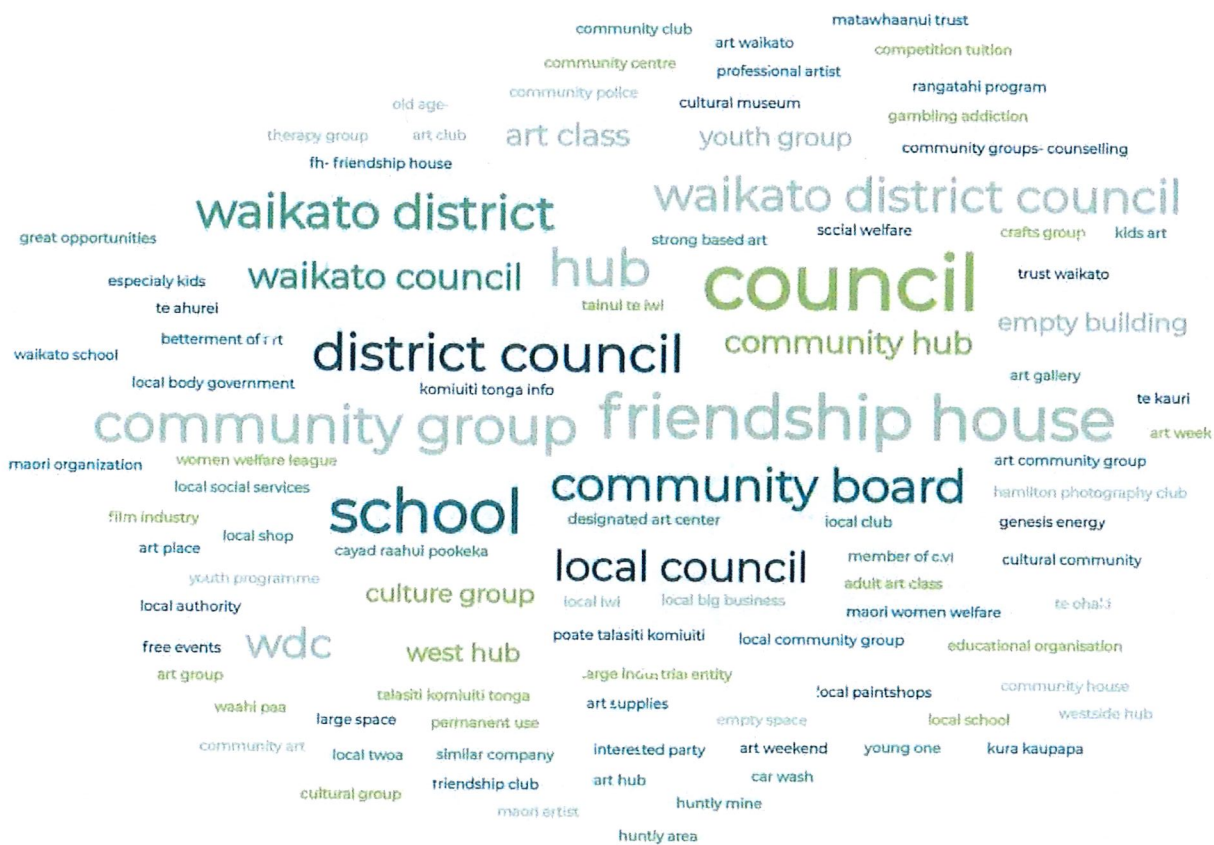


## 209

Please indicate what level do you agree or disagree with the following statements about Arts & Culture in Huntly:

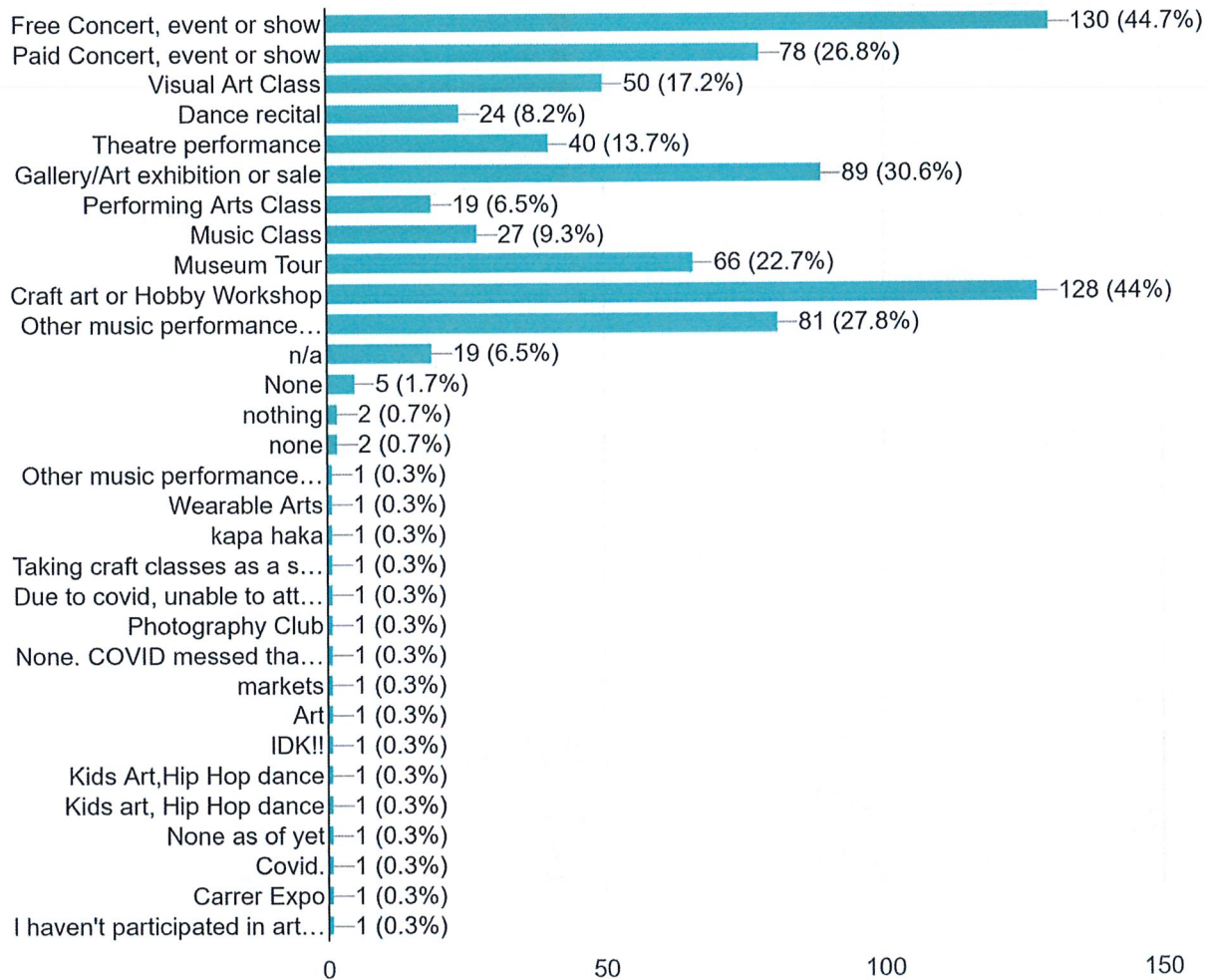


What group(s), institution(s), or organisation(s) do you think need to take the leadership role in providing greater access to and investment in spaces and materials for arts in Huntly?



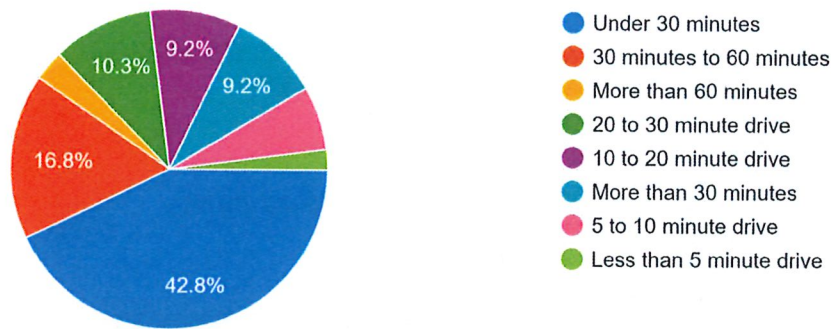
Which of the following art activities have you participated in or attended in the last two years? (any - not just local events) Please select all options that apply below

291 responses

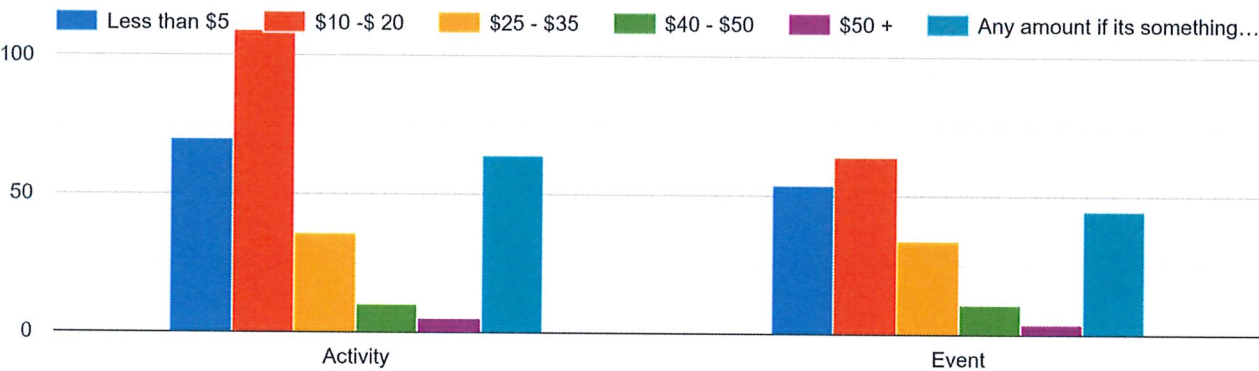


How far are you likely to travel to attend or participate in an Arts & Cultural event or activity?

292 responses

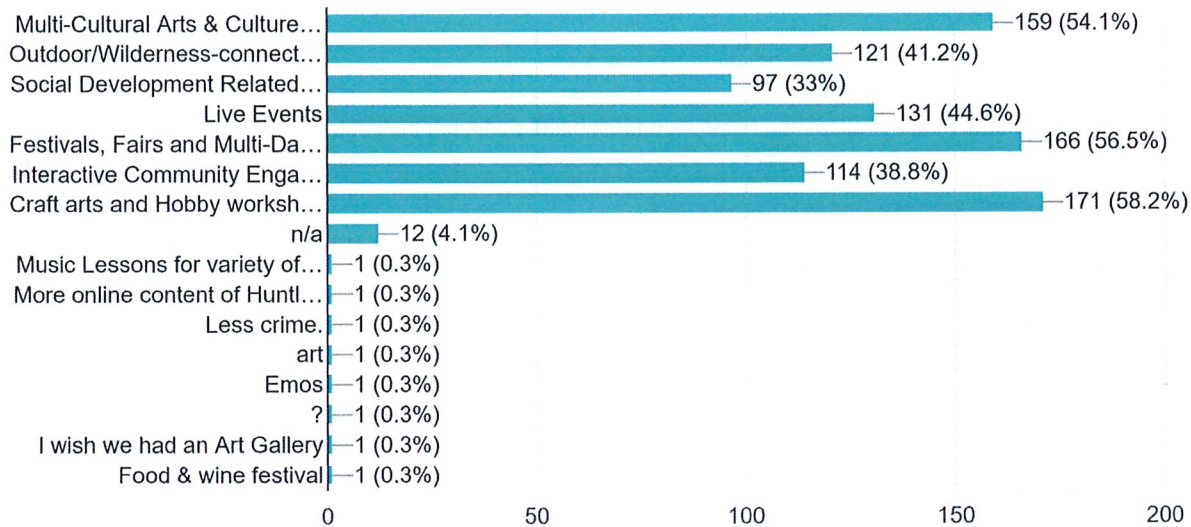


How much are you willing to pay to attend or participate in an Arts & Cultural event or activity?



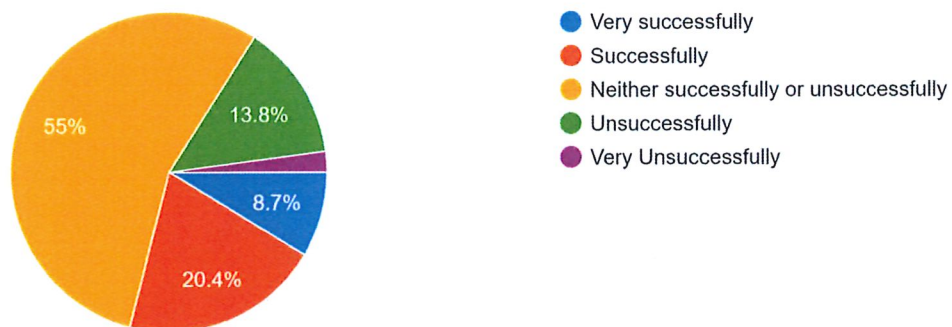
What would you like to see more of in the Huntly area? Please select all options that apply below

294 responses



In your opinion, how successful is the Huntly community at engaging youth (ages 12-24) in local arts events or programs?

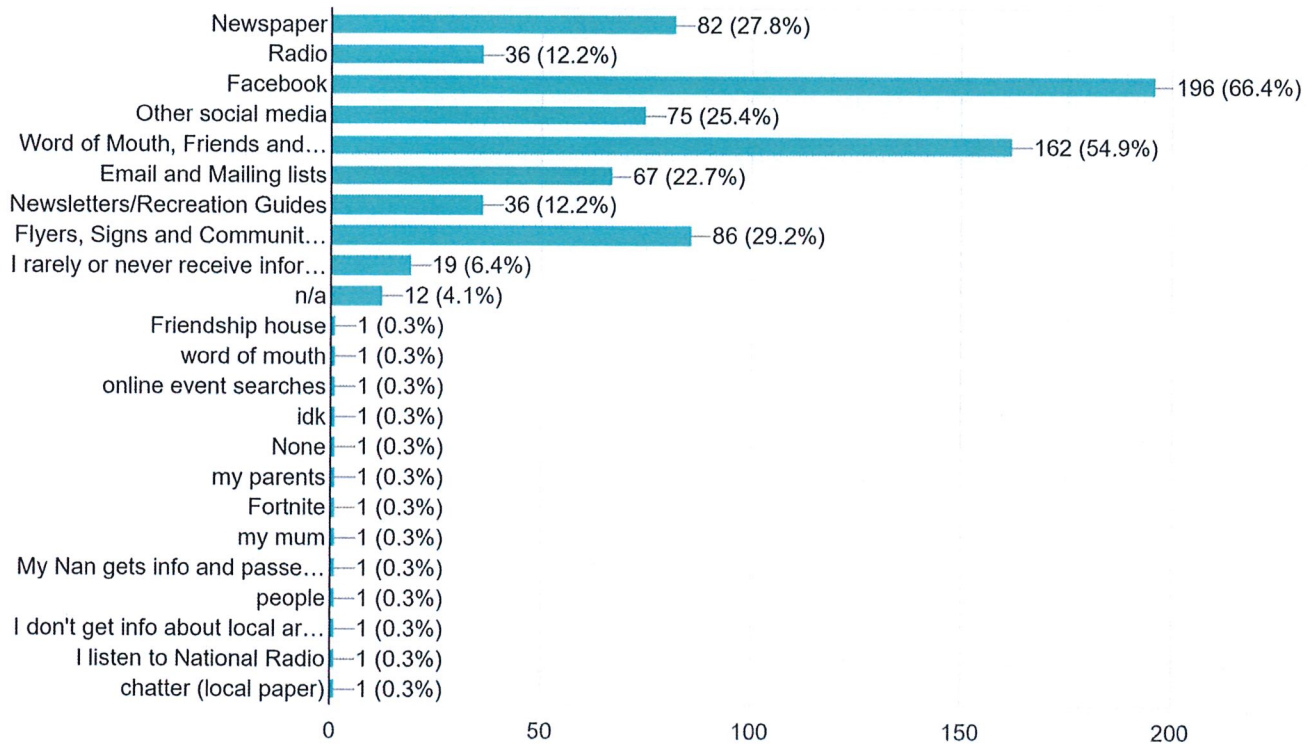
289 responses

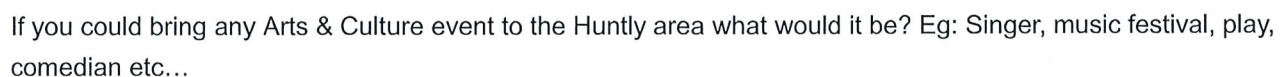




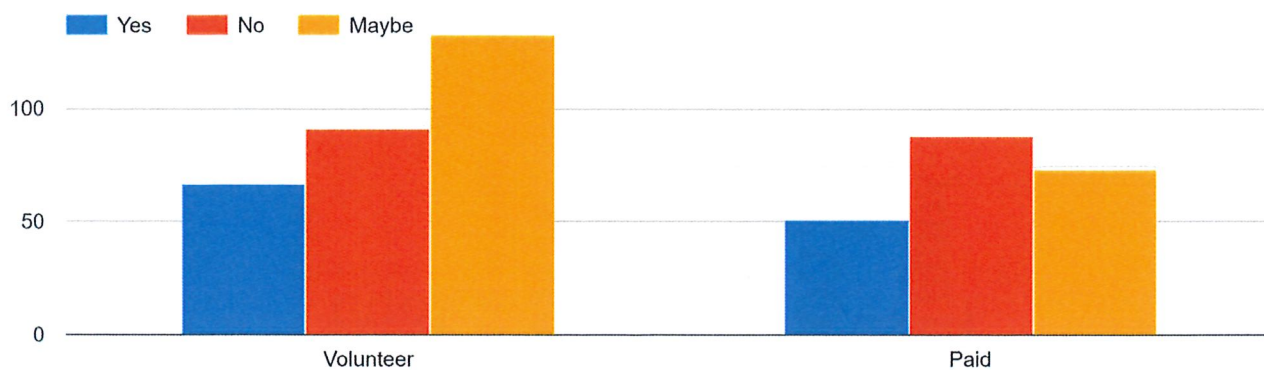
How do you get information about local Arts & Cultural events and activities? Please select all options that apply below

295 responses





Would you be willing to share your skills or time in a volunteering capacity?



/





**Friendship House (Huntly) Community Charitable Trust**

**Performance Reports  
For the Year Ended 31st December 2021**

**Friendship House (Huntly) Community Charitable Trust**  
**Performance Report**  
**For the Year Ended 31st December 2021**

**Contents**

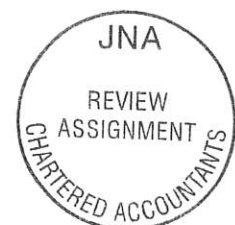
Entity Information	2
Entity Information (Continued)	3
Statement of Service Performance	4
Statement of Accounting Policies	5
Notes to the Accounts	6 & 7
Statement of Financial Performance	8
Statement of Movements of Accumulated Funds	9
Statement of Financial Position	10
Schedule of Fixed Assets and Depreciation	11
Statement of Cash Flows	12
Schedule of Fixed Assets and Depreciation	12
Independent Assurance Practitioner's Review	13

## Friendship House (Huntly) Community Charitable Trust


### Entity Information

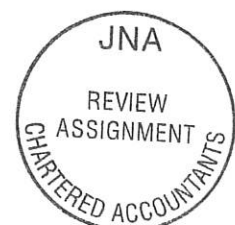
**For the Year Ended 31st December 2021**

Legal Name of Entity:	Friendship House (Huntly) Community Charitable Trust
Type of Entity and Legal Basis (if any):	Charitable Trust registered under the Charities Act 2005
Registration Number:	CC47572
Entity's Purpose or Mission:	<p>The purpose of the Trust is to provide community resource centres to help our community thrive, using the following objectives:</p> <p>3.1 Provide a range of services and opportunities that meet the needs of the community.</p> <p>3.2 Identify, facilitate and provide opportunities for access to information, resources, activities, health, social interaction, employment, education and welfare for all members of our community.</p> <p>3.3 Work together in partnership with individuals, groups, local and central government to achieve the objectives of the Trust and encourage collaboration between existing services, community resources and facilities.</p> <p>3.4 Clearly and effectively communicate the activities of Friendship House to the Huntly and surrounding community.</p> <p>3.5 Promote and support other local activities and services that are working to encourage positive change in our community.</p> <p>3.3 Other support and assistance consistent with this charitable purpose.</p>
Entity Structure:	<p>Trust Structure: The Board will comprise no less than four (4) Trustees and no more than ten (10) Trustees. We currently have eight (8) trustees that constitute our governance board, including three executive officer positions: chairperson, treasurer and secretary. Operational Structure: Our operations are managed by three paid employees. We employ a manager, coordinator and art coordinator. Volunteer's support us with our various activities throughout the year.</p>
Main Sources of the Entity's Cash and Resources:	Friendship House (Huntly) Community Charitable Trust's main funding sources are government grants, community grants and donations/Koha.
Main Methods Used by the Entity to Raise Funds:	Fundraising activities include donations or Koha for workshops.
Entity's Reliance on Volunteers and Donated Goods or Services:	Volunteers donate time and sometimes resources to run workshops and our regular Morning Tea. The Trust receives food donations for our Huntly Community Pantry and food rescue.



**Friendship House (Huntly) Community Charitable Trust**  
**Entity Information (continued)**  
**For the Year Ended 31st December 2021**

Physical Address:	55 William Street Huntly 3700
Postal Address:	55 William Street Huntly 3700
Phone:	07 8287559
Email:	friendship.huntly@gmail.com
	<a href="https://www.facebook.com/Friendship-House-Huntly-Community-Charitable-Trust-313414105436218/">https://www.facebook.com/Friendship-House-Huntly-Community-Charitable-Trust-313414105436218/</a>
Website:	<a href="https://friendship-house.webnode.com/">https://friendship-house.webnode.com/</a>
Accountants:	Accounting Concepts, 68 Main Street, Huntly, 3700
Reviewer:	Jefferies Nock & Associates Chartered Accountants 187 Peachgrove Road 5 Cross Road Hamilton

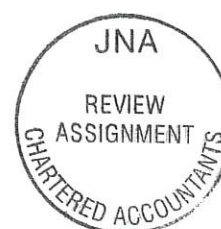




**Friendship House (Huntly) Community Charitable Trust**  
**Statement of Service Performance**  
**For the Year Ended 31st December 2021**

Description of the Entity's Outcomes	For the people in our community flourish and grow. Friendship House and Huntly West Hub to provide the best community support provision, providing accessible opportunities for people to learn, grow, play and make positive changes in their lives. Reducing isolation, a connected community, people learning new skills and using them in their daily lives, volunteers feeling valued and people feeling supported.
--------------------------------------	--

Description and Quantification (to the extent practicable) of the Entity's Outputs:	2021
Playgroup	481
Wool Gathering	196
Free Morning Tea	815
Kids Art Club	174
Huntly Art Club	202
Mosaic Club	121
Children Art & Craft Classes	115
Adult Art & Craft Classes:	302
Photography, Art, Quilting, & Ukulele Club	522
Art Exhibitions and Photography Competitions	321
Connecting Communities Classes	145
Drop in, information, other	958
Counsellors and clients	306
Steady as you go – exercise class	312
Other groups & agency meetings	631
Community Breakfast & Lunch	551
Food rescue (recipients)	3549
Plunket	499
Community Dinners	572
Creating Kai Cooking Classes	140
Bellyful meals delivered	509
Phone calls and Computer use	1094



# Friendship House (Huntly) Community Charitable Trust

## STATEMENT OF ACCOUNTING POLICIES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

### STATEMENT OF ACCOUNTING POLICIES

#### Reporting Entity

The reporting entity is Friendship House (Huntly) Community Charitable Trust, set up under the provisions of the Charitable Trusts Act 1957. It is registered with the Charities Commission 2005.

#### Statement of Compliance and Basis of Preparation

Friendship House has elected to apply PBE SBE-A (NFP) Public Entity Simple Format Reporting – Accrual (Not For Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the financial statements are reported using the accrual basis of accounting. The financial statements are prepared under the assumption that the entity will continue to operate in the foreseeable future.

The measurement system adopted is that of historical cost.

### SPECIFIC ACCOUNTING POLICIES

The following specific accounting policies which materially affect the measurement of profit and financial position have been applied.

#### 1 Grants Funding Income

Grants Funding is recognised when received. Grants, which have not been expensed in the current year are carried forward to the next year and are shown in the Statement of Financial Performance and also in the Statement of Financial Position as a liability.

#### 2 Fixed Assets

Fixed assets are stated at cost less depreciation. A fixed assets and depreciation schedule forms part of these accounts in which the depreciation rates and basis of calculation is indicated. The rates used depreciate the assets over the term of their estimated useful lives.

#### 3 Income Tax

The Trust undertakes activities on behalf of its local community and is registered under the Charities Commission 2005, and therefore is exempt from Income Tax.

#### 4 Accounts Receivables

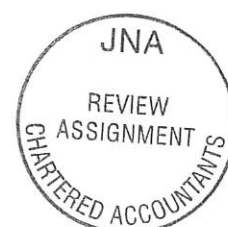
Accounts owing to the Trust are stated at their estimated realisable value.

#### 5 GST

All items in the financial statements are stated exclusive of GST, with the exception of accounts receivable and account payable which are stated as GST inclusive.

### CHANGES IN ACCOUNTING POLICIES

There have been no changes in accounting policies and they were applied consistently during the year.



# Friendship House (Huntly) Community Charitable Trust

## STATEMENT OF ACCOUNTING POLICIES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

### NOTES TO THE ACCOUNTS

#### Related Parties

There are no related party transactions.

#### Trustee Fees

The Trust has paid no trustee fees.

#### Contingencies

The Trust has no identified material contingencies at balance date.

#### Commitments

The Trust has a commitment to utilising some grant income received during the year (or prior year/s) for specific expenditure items – any unexpended income is shown in the Statement of Financial Position as Unexpended Grants and is carried forward to the following year as detailed in the Statement of Financial Performance.

#### Significant Events after Balance Date

The Trust has no significant events after the balance date.

#### Going Concern

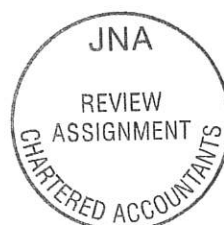
The Trust is a community based organisation with charitable purposes. It relies on grant funding from community organisations from year to year to continue to operate along with voluntary contributions from its members and the community. The Trust remains a going concern on the basis.

#### Covid 19

Waikato went into lockdown on 18th August and 4th October and the Trust operated on a reduced scale during this time. The Trust was back fully operational after the lockdown although it did take a while to get back to its full capacity

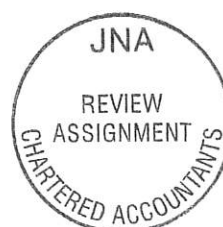
The Trust received grants during this time and through good financial management which included paying expenses and wages for the period. There has been no significant impact on the Trust financially for the year.

<i>Note</i>	<i>2021</i>	<i>2020</i>	
		\$	\$
<b>REVENUE</b>			
Interest		90	267
Grant - WEL Energy		30,000	30,000
Grant – Trust Waikato		20,000	15,500
Grant – DV Bryant Trust		5,500	-
Grant – NZ Lotteries		51,767	50,000
Grant – Twin Rivers Community		2,602	-
Grant - COGS		9,600	6,400
Grant - Tindall		5,000	2,100
Grant - WDC		3,520	13,557
Grant – Len Reynolds Trust		-	8,000
Grant – Creative Waikato		2,859	1,000
Grant – Huntly Community Board		3,500	-
Grant – Public Trust		3,000	-





Grant – Te Kauwhata Community House	-	1,800
Grant – Norah Howell Trust	-	1,500
Grant – Sky City	-	4,000
Grant – Xmas in the Park	-	7,202
Sponsorship	-	145
Donations	30,595	11,204
Sundry Income	-	1,138
Rent - Plunket	9,280	9,280
Rent - Room Hire	1,630	2,958
<b>Total Income</b>	<b>178,943</b>	<b>166,052</b>
<b>Less Expenses</b>		
Accident Compensation Levy	540	528
Accountancy Fees	838	788
Advertising	728	288
Bank Charges	10	-
Cleaning & Laundry	675	428
Computer Expenses	29	1,377
Community Development Sessions	17,330	26,063
Community Pantry	4,250	533
Insurance	345	341
Light Power & Heating	501	670
Office Expenses	1,519	1,637
Printing, Stamps & Stationery	281	79
Rents	10,957	10,957
Repairs & Maintenance	1,570	375
Staff Hospitality Allowance	843	1,070
Staff Training & Welfare	572	63
Subscriptions	1,193	1,212
Telephone, Tolls & Internet	3,449	3,700
Travel - National	47	1,794
Volunteer Appreciation	250	2,461
Wages & Salaries	134,654	112,224
<b>Total Expenses</b>	<b>180,580</b>	<b>166,589</b>
 Net Deficit Before Depreciation	 (1,637)	 (537)
<b>Less Depreciation</b>		
Depreciation as per Schedule	1,086	1,288
<b>Deficit Before Distributions</b>	<b>(2,723)</b>	<b>(1,825)</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(\$2,723)</b>	<b>(\$1,825)</b>





**Friendship House Huntly**  
**Statement of Financial Performance**  
**For the Year Ended 31st December 2021**

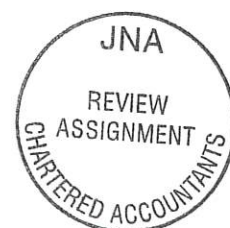
	<i>Note</i>	<i>2021</i>	<i>2020</i>
		\$	\$
<b>REVENUE</b>			
Interest		90	267
Grants		137,348	141,059
Sundry Income		-	1,138
Donations		30,595	11,204
Revenue from providing goods and services		10,910	12,384
<b>Total Income</b>		<b>178,943</b>	<b>166,052</b>
<b>Less Expenses</b>			
Operating Expenses		28,346	25,307
Volunteer and employee related costs		134,904	115,219
Community workshops & Events		17,330	26,063
<b>Total Expenses</b>		<b>180,580</b>	<b>166,589</b>
Net Deficit Before Depreciation		(1,637)	(537)
<b>Less Depreciation</b>			
Depreciation as per Schedule		1,086	1,288
<b>Deficit Before Distributions</b>		<b>(2,723)</b>	<b>(1,825)</b>
<b>NET SURPLUS/(DEFICIT)</b>		<b>(\$2,723)</b>	<b>(\$1,825)</b>



## Friendship House Huntly

### Statement of Movements in Accumulated Funds For the Year Ended 31st December 2021

	<i>Note</i>	<i>2021</i>	<i>2020</i>
		\$	\$
<b>ACCUMULATED FUNDS AT START OF YEAR</b>		27,756	29,580
<b>REVENUE</b>			
Net Deficit for the Year		(2,723)	(1,825)
<b>Total Recognised Revenues and Expenses for the Year</b>		(2,723)	(1,825)
<b>ACCUMULATED FUNDS AT END OF YEAR</b>		\$25,033	\$27,756

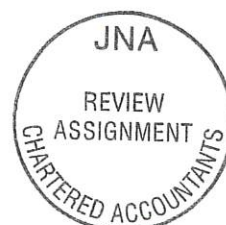


**Friendship House Huntly**  
**Statement of Financial Position**  
**As at 31st December 2021**

	<i>Note</i>	<i>2021</i>	<i>2020</i>
		\$	\$
<b>CURRENT ASSETS</b>			
BNZ - 01		3,216	3,794
BNZ - 00		101,185	98,396
BNZ - Playgroup		620	620
BNZ - Creating Kai		4,210	4,958
BNZ - Groceries		726	635
Term Deposit		16,262	16,204
Accounts Receivable		46	184
<b>Total Current Assets</b>		<b>126,266</b>	<b>124,790</b>
<b>NON-CURRENT ASSETS</b>			
Fixed Assets as per Schedule		8,375	9,461
<b>TOTAL ASSETS</b>		<b>134,641</b>	<b>134,251</b>
<b>CURRENT LIABILITIES</b>			
GST Due for payment		1,893	4,011
Accounts Payable		2,845	1,955
Grant Received in Advance		98,470	85,359
Income in Advance		6,300	14,900
At the Coal Face Funds		-	170
Funds Held for War Memorial Hall Committee		100	100
<b>Total Current Liabilities</b>		<b>109,608</b>	<b>106,495</b>
<b>TOTAL LIABILITIES</b>		<b>109,608</b>	<b>106,495</b>
<b>NET ASSETS</b>		<b>\$25,033</b>	<b>\$27,756</b>
Represented by;			
<b>ACCUMULATED FUNDS</b>			
Funds Settled		31,126	31,126
Retained Earnings		(6,093)	(3,370)
<b>TOTAL ACCUMULATED FUNDS</b>		<b>\$25,033</b>	<b>\$27,756</b>

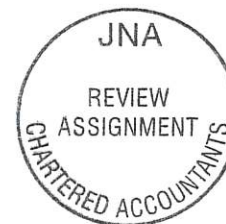
For and on behalf of the Trustees:

.....  
 Chair  
*26/06/2022*  
 .....



**Friendship House Huntly**  
**Depreciation Schedule**  
**For the Year Ended 31st December 2021**

Asset 31/12/2021	Private Use	Cost Price	Book Value 01/01/2021	Additions Disposals	Gain/Loss on Disposal	Capital Profit	---- Depreciation ----			Accum Deprec 31/12/2021	Book Value
							Mth	Rate	\$		
<b>PLANT &amp; EQUIPMENT</b>											
Heat Pump 2,131		5,304	2,368				12	10.0%	DV	237	3,173
Dishwasher 274		1,477	342				12	20.0%	DV	68	1,203
Carpet Cleaner 115		748	154				12	25.0%	DV	39	633
Eucalyptus Toddler Playset 1,688		3,151	1,940				12	13.0%	DV	252	1,463
Shapes Walker 3		368	9				12	67.0%	DV	6	365
Dump Truck 6		803	19				12	67.0%	DV	13	797
Balance Wobbler in Frame 5		575	14				12	67.0%	DV	9	570
Heat Pumps 4,153		5,260	4,615				12	10.0%	DV	462	1,107
<b>Sub-Total</b>		17,686	9,461						1,086	9,311	8,375
<b>TOTAL</b>		17,686	9,461						1,086	9,311	8,375





**Friendship House Huntly**  
**Statement of Cash Flows**  
**For the Year Ended 31st December 2021**

	<i>2021</i>	<i>2020</i>
	\$	\$
<b>OPERATING ACTIVITIES</b>		
<b>Cash was provided from:</b>		
Receipts from Customers	183,592	206,404
	183,592	206,404
<b>Cash was applied to:</b>		
Payments to suppliers and employees	181,978	164,541
Other Operating Activities	-	6,437
	181,978	138,606
<b>Net Cash Inflow (Outflow) from Operating Activities</b>	1,614	35,426
<b>NET INCREASE (DECREASE) IN CASH HELD</b>	1,614	35,426
Cash and cash equivalents as at 1 January 2021	124,606	89,180
<b>Cash and Cash Equivalents as at 31 December 2021</b>	126,220	124,606



## INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT

### To the Trustees of Friendship House (Huntly) Community Charitable Trust

We have reviewed the accompanying performance report of Friendship House (Huntly) Community Charitable Trust which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 31 December 2021, the statement of financial position as at 31 December 2021, and the statement of accounting policies and other explanatory information.

### Trustees Responsibility for the Performance Report

The Trustees are responsible on behalf of the entity for:

- a) Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- b) the preparation and fair presentation of the performance report which comprises:
  - the entity information;
  - the statement of service performance; and
  - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with Trustees, and
- c) for such internal control as the Trustees determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

### Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the performance report. We conducted our review of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standard on Review Engagements (New Zealand) (ISRE (NZ)) 2400 (Revised), Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity, and the review of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Those standards require us to conclude whether anything has come to our attention that causes us to believe that the performance report, taken as a whole, is not prepared in all material respects in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit). Those standards also require that we comply with ethical requirements.

A review of the performance report in accordance with ISRE (NZ) 2400(Revised) and ISAE (NZ) 3000 (Revised) is a limited assurance engagement. We will perform procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluate the evidence obtained. The procedures selected depend on our judgement, including the areas identified where a material misstatement is likely to arise and includes performing procedures to obtain evidence and evaluating whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.


The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand) and ISAE (NZ) 3000 (Revised). Accordingly, we do not express an audit opinion on the performance report.

Other than in our capacity as assurance practitioner we have no relationship with, or interests in, Friendship House (Huntly) Community Charitable Trust.

### Conclusion

Based on our review, nothing has come to our attention that causes us to believe that:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are not suitable; or that
- b) the performance report does not fairly, in all material aspects:
  - the financial position of Friendship House (Huntly) Community Charitable Trust as at 31 December 2021, and of its financial performance and cash flows for the year then ended; and
  - the entity information and its service performance for the year then ended in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit).

  
**Jefferies Nock & Associates**  
**26 June 2022**

**Name and contact details**

Are you applying as an individual or group?

Individual

☐

Group

☐

Full name of applicant:

Contact person (for group):

Street address/PO Box:

Suburb:

Town/City:

Postcode:

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

GST number:

Bank account number:

*If you are successful, your grant will be deposited into this account***Ethnicity of applicant/group** (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☐

Detail:

Māori:

☐

Detail:

Pacific Peoples:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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

Yes:

☐

No:

☐*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.***How did you hear about the Creative Communities Scheme?** (select **ONE** and mark with an X)☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide



**Project name:**

Brief description of project:

**Project location, timing and numbers**

Venue and suburb or town:

Start date:

Finish date:

Number of *active* participants:

Number of viewers/audience members:

**Funding criteria:** (select **ONE** and mark with an X)

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

☐

**Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐

**Diversity:** *Support the diverse artistic cultural traditions of local communities*

☐

**Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

**Artform or cultural arts practice:** (select **ONE** and mark with an X.)

☐

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☐

Ngā toi Māori

☐

Pacific arts

☐

Multi-artform (including film)

☐

Theatre

☐

Visual arts

**Activity best describes your project?** (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☐

Creation and presentation

☐

Presentation only (exhibition)

☐

Workshop/wānanga

# PROJECT DETAILS

---

- 1. The idea / Te Kaupapa: What do you want to do?**

- 2. The process / Te whakatutuki: How will the project happen?**

- 3. The people / Nga tangata: Tell us about the key people and/or the groups involved.**

- 4. The criteria / Nga paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity of young people.**

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☐    Do NOT include GST in your budget  
    No    ☐    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> <i>eg hall hire</i>	<b>Detail</b> <i>e.g. 3 days' hire at \$100 per day</i>	<b>Amount</b> <i>e.g. \$300</i>
	Looking at showcasing what we have done, for display of Tuvalu culture day	
	Resources, - needles, wool, patterns	
	Resources, - raffia, binding, cables,	
	Resources, - hooks, threads, beads	
	Resources, - rolls of fabric	
	Resources, Ribbons, cardboard, paint, glue guns	
<b>Total Costs</b>		
<b>Project Income</b>	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.	
<b>Income</b> <i>e.g. ticket sales</i>	<b>Detail</b> <i>e.g. 250 tickets at \$15 per ticket</i>	<b>Amount</b> <i>e.g. \$3,750</i>
	Looking at showcasing what we have done, for display of Tuvalu culture day	
	Resources, - needles, wool, patterns	
	Resources, - raffia, binding, cables,	
	Resources, - hooks, threads, beads	
	Resources, - rolls of fabric	
	Resources, Ribbons, cardboard, paint, glue guns	
<b>Total Income</b>		
<b>Costs less income</b>	<b><i>This is the maximum amount you can request from CCS</i></b>	
<b>ENTER amount you are requesting from Creative Communities Scheme</b>		<input type="text"/>

**Other financial information**

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)

**Important Other financial information**

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Applications and queries can be emailed to [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)**



**You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.**

- ☐ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☐ 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
- ☐ Keep receipts and a record of all expenditure for seven years
- ☐ Participate in any funding audit of my organisation or project conducted by the local council
- ☐ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☐ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☐ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name

(Print name of contact person/applicant)

Signed:

Please accept this ticked box as part of my Declaration, along with my emailed application, as I'm not in a position where resources are readily available to print and scan.

(Applicant or arts organisation's contact person)

Date:

# EKT FAFINE TAUPOKE

FAKAMALOSIGA O  
FAKATUMAU TE ILOA  
O FAI MEA TAULIMA  
FAKA TUVALU

ENCOURAGE TO  
NURTURE THE  
TUVALU  
HANDICRAFTS

# Contents

---

EKT Fafine Taupuke and the need for revitalizing the Tuvaluan Handicrafts

Kolose - (Tuvaluan Crochet)	-	Faimafili Levi
Fafetu, Trays and Bowls	-	Mila Tulafono
Jewellery – Earrings, Neckless and headpiece	-	Mila Tulafono
Te Tibuta – Smocked Blouse	-	Eriteta Tauraoi
Lei – Tuvaluan Screen Printing	-	Teliu Etene
Titi – Tuvaluan Traditional Dance-wear	-	Kata Folia
Tuitui laugatu - (Sewing and Cross-stitching)	-	Lavinia Fusi & Elene Aloseta

# EKT Fafine Taupuke

---

EKT Fafine Taupuke was created as a fellowship group for Women ranging from the ages of 15 years to elderly led by Lavinia Fusi. Lavinia Fusi is the minister's wife who through many years in the ministry has decided to create and encourage everyone to share their knowledge with the younger generation. The unfortunate issues we have at the moment is keeping our young youth members & young mothers enticed in learning the traditional Tuvaluan handicrafts of "Taulima". Due to lack of resources Tuvalu is a oral culture where all knowledge was passed down through generations through oral ancient story telling, here we envision to ensure this is well documented to be passed on in the future.

In this age of technology this is a great initiative to ensure our younger generation can understand the importance of being able to upskill themselves with knowledge passed down through generations and we are trying to ensure we can capture these handicrafts with projects & weekly workshops to keep this initiative alive.

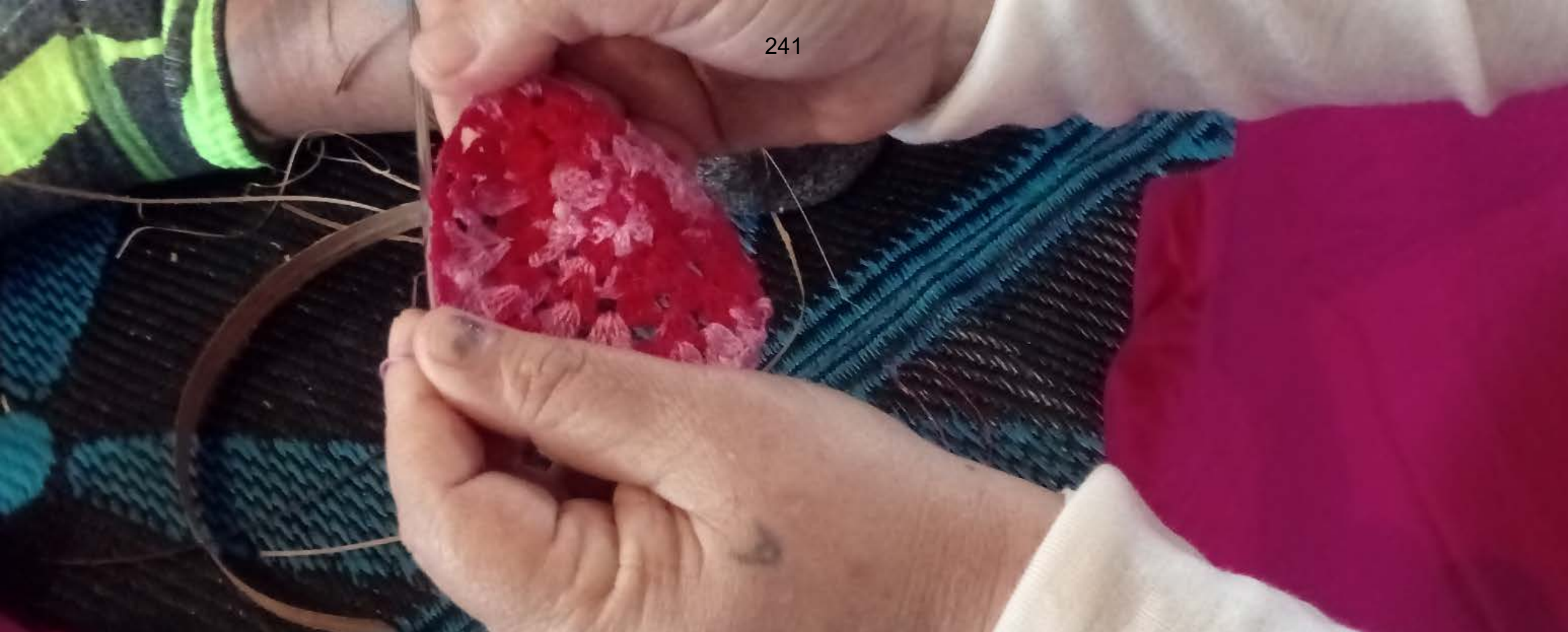
Unfortunately back in Tuvalu there aren't many retail stores to do shopping so learning these handicrafts skills would prepare them to learning important skills especially in decorating their properties, also these items were used for gifts for wedding's, birthday's and all special occasions.

This year has been very difficult with the Covid-19 pandemic, because of the unknown we believe that instilling these skills will ensure our cultural handicrafts will never be forgotten and will be passed on to our future generations.

We believe our project will benefit our community in Franklin, Tuakau and surrounding area's as well as keeping our youth & children engaged in knowing their roots and cultural understanding of where their parents, grandparents came from which is going to be an integral role in their lives for their future.

We hope you will enjoy our proposal of what we are seeking assistance with, and the next few pages will show you the skills on offer in our future project for EKT Fafine Taupuke which stands for Ekalesia Kelisiano Tuvalu Fafine Tuakau/Pukekohe.





## Kolose – Crotchet

Kolose is the traditional name for Tuvaluan crochet. We have two sorts to show. As seen here the one of our member's Elene is showing her round crochet skills by using thin cotton. This piece would eventually become a round tablecloth that could come in handy within the family for decorating the home.

# Kolose – Crochet – Part 2

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You can see Loaga & Miliema who are using the thicker wool to create square table cloths or crotchet couch covers. The colours are vibrant and Loaga and Miliema are learning this technique to ensure they get the middle part correct by sharing their knowledge Loaga is teaching young mother of 4 how to start creating her table cloth.





# Kolose – Crochet - P3

FAIMAFILI IS ALSO USING A THIN WOOL TO BEGIN HER CROCHET CREATION, DRESSED IN HER FOU AND ULA SHE IS EXCITED TO START HER SQUARE PIECE.



LOAGA IS SHOWING THAT WITH PERSEVERANCE AND CONSTANT WORKS OF KOLOSE SHE WAS ABLE TO CREATE THIS PIECE WITHIN 3 WEEKS, AND BY MAKING THESE SQUARE PIECES SHE WILL BE ABLE TO PIECE THESE TOGETHER TO MAKE A BEDSPREAD.



# Fafetu & Basket creations

---

MILA CREATED THESE BEAUTIFUL FAFETU FOR HOUSE DECORATIONS DESIGNS ARE ALL UNIQUE AND NO TWO DESIGNS ARE EVER THE SAME. THE STAR SHAPED WOVEN DESIGN WAS ONE OF THE SKILLS SHE LEARNT BACK IN TUVALU.



LOOKING AT THESE BEAUTIFUL CREATIONS SHE WAS ABLE TO UTILIZE HER SKILLS IN WEAVING, CRAFTSMANSHIP TO ENSURE VIBRANT COLOURS ARE EXTENDED IN HER PRESENTATION PIECES EXHIBITED IN THESE PICTURES HELD UP BY RISA AND THE YOUNG CHILDREN WHO ARE FASCINATED AT THE FAFETU.





# Fafetu & Basket creations P-2

MILA LEARNT THE ART OF MAKING A FAFETU AS WELL AS MAKING THE FOU OR HEAD GARLANDS AND THE BEAUTIFUL BASKETS. SHE ALSO MAKES JEWELLERY AND PART OF THE PIECES SHOWN ARE SETS OF EARRINGS & NECKLACES.



MILA HAS ALSO SHOWN THAT FAFETU CAN BE ALL SHAPES AND SIZES AS SEEN IN THIS PHOTO WITH THE VARIOUS BASKETS & ALSO HEAD PIECES YOU CAN SEE THE SHELLS ARE AN INTEGRAL PART OF THE TUVALUAN CULTURE.





# Jewellery & Fou – (head pieces)

---

SETS OF JEWELLERY EARRINGS & NECKLACES MADE BY USING EVERYDAY MATERIALS ESPECIALLY IN TUVALU YOU CAN WALK ON THE BEACH AND COLLECT SHELLS TO CREATE BEAUTIFUL PIECES FOR GIFTS AND ESPECIALLY FOR DRESSING UP YOUR CHILDREN, GRANDCHILDREN AND NIECES.



TUVALU FOU CAN BE MADE WITH MANY MATERIALS AS YOU CAN SEE THIS IS A SPECIAL HEAD PIECE CREATED BY MILA FOR A GIFT FOR A SPECIAL OCCASION.



# Jewellery & Fou – (head pieces) Part 2

---

THIS PIECE IS A FOU OR HEAD PIECE OR HEAD GARLAND THAT WAS TRADITIONALLY WORN AT FAATELE EVENTS OR SPECIAL OCCASIONS



HERE IS A NECKLACE MADE WITH RAFFIA AND SHELLS FOUND AT THE BEACH.





# Jewellery & Fou – (head pieces) Part 3

---

ANOTHER EXAMPLE OF RAFFIA AND SEA SHELLS AND WOVEN RAFFIA TO MAKE THE NECKLACE.



THESE EARRINGS WERE MADE WITH PEARLS AND RIBBON WOVEN INTO MINI ROSES.





# Jewellery & Fou – (head pieces) Part 4

---

Elene is wearing her traditional outfit made by the members of the EKT Taupuke Group.

Fou – Head piece

Jewellery – Earrings & Necklace

Bouquet of Flowers

Titi – Dance Skirt made from Pandanus leaves from Tuvalu



# Te Tibuta – Smocked Blouse

TE **TIBUTA** IS RECOGNIZABLE BY ANY I-KIRIBATI PERSON, TE **TIBUTA** IS A **SMOCKED BLOUSE** WORN BY WOMEN THAT CAN BE MADE FROM ANY DESIRED MATERIAL! **TIBUTA'S** ARE OFTEN GIVEN AS GIFTS AS THEIR UNIQUE AND CUSTOMIZABLE DESIGN MAKES THEM VERY VALUABLE

TUVALU AND KIRIBATI TRADITIONAL CULTURES HAVE BEEN UNITED DUE TO MARRIAGES BETWEEN THE TWO COUNTRIES, WE NOW HAVE BEEN BLESSED WITH SOME OF OUR MEMBERS WHO HAVE BEEN TAUGHT THE ART OF TIBUTA MAKING AS ERITETA & HER SISTER DEMONSTRATES THE PLEAT MAKING.





# Te Tibuta – Smoked Blouse - Part 2

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# Te Tibuta – Smooked Blouse P-3

AS YOU CAN SEE HERE THESE ARE THE VARIOUS VARIETIES OF TIBUTA ITEMS WHICH ARE USED FOR GIFTS.



DEPENDING ON THE PATTERN WE HAVE MEDIUM TIBUTA'S WHICH ARE TOPS ONLY. THE PICTURE ON THE LEFT SHOWS FULL LENGTH DRESS TIBUTA'S.





# Lei – Screen Printing

---

LAVINIA IS USING A TRADITIONAL RUBBER STENCIL TO CREATE A PILLOWCASE, SHE PLACES THE MATERIAL ON TOP OF THE STENCIL & GENTLY PAINTS THE MATERIAL TO CREATE A STENCILLED PIECE.



LAVINIA IS USING VARIOUS PAINT COLOURS TO TRACE ABOVE THE RUBBER STENCIL





# Lei – Screen Printing – Part 2

---

HERE ARE EXAMPLES OF LITTLE CUT OUT STENCILS FROM PLASTIC FOLDER COVERS, THIS WILL MAKE THE PATTERNS STAND OUT, IF ITS SOFT AND FLIMSY THE PAINT WILL SEEP AND RUIN THE MATERIAL WHETHER IT IS A PILLOWCASE, LAVALAVA OR SULU OR BLANKET.



THIS IS A LARGER RUBBER STENCIL WHICH IS ONLY MADE IN THE ISLANDS, USING RUBBER ENSURES THAT WHEN THE PAINT IS BRUSHED ON IT DOESN'T SEEP THROUGH THE MATERIAL LAVINIA IS USING LIGHT HANDED TECHNIQUES TO SHOW THE MEMBERS OF THE EKT TAUPUKE GROUP.





# Tuvaluan Titi

KATA IS USING RIBBONS TO CREATE HER TITI, TRADITIONALLY ITS MADE FROM PANDANUS LEAVES BUT DUE TO AVAILABILITY ISSUES WE HAVE TO THINK OF USING RIBBONS, TO CREATE THESE TITI'S IN NEW ZEALAND.



KATA HAS A FEW PANDANUS ROLLS WHICH SHE WILL TRY TO CREATE A TITI BUT THE ONE IN FRONT OF HER IS A TITI WHICH THE PANDANUS LEAVES HAVE BEEN DYED RED. SHE WILL ALSO USE CARDBOARD TO DECORATE THE TOP OF THE TITI.



## Tuvaluan Titi – Part 2

---

This is the traditional Tuvaluan titi, the wide strips of these skirts are sometimes made from pandanus leaves wrapped in white paper, with bold geometric motifs sewn on top. Depending on the 8 atolls of Tuvaluan each atoll has their own motifs and family designs which make each titi unique. In New Zealand as pandanus leaves are hard to get we use wide colored ribbons.





# Tuitui laugatu – Sewing & Cross-stitching

---

CROSS-STITCHING IS AN ART WHICH IS READILY AVAILABLE TO OUR MEMBERS DUE TO BEING ABLE TO ENSURE WE ARE ABLE TO



THIS PIECE IS GOING TO MAKE A BEAUTIFUL PILLOWCASE



# Tuitui laugatu – Sewing & Cross-stitching

## Part 2

---

We do not have any pictures of the members sewing as this is where we are hoping to get some funding for some sewing machines, overlocker and an embroidery machine.

Once you have seen the elei – screen printing pillowcase & cross-stitching pillowcase being completed we will need to sew these pieces together, this is traditionally done by hand sewing but if we are able to acquire a few machines this process will be done quickly & easily for our members to complete.

Sewing is an important asset for our EKT Fafine Group as this will benefit our youth, young adults to acquire the skills that can help them in the future when they have families of their own.

If you require photos we can provide these at a later date.

# Our Proposal is to complete all 6 learning tasks within 12months.

## Stage 1

### At the Start

- Hireage of Hall - \$50 per week, 1 day a week.
- Each Task will need materials for training purposes
- Lavinia & her team of artists will teach members in person once a week and again via Facebook live or Zoom
- People living close to each other will be able to help one another to build a rapport to share knowledge

## Stage 2

### building confidence in the community

- Seek support from other resources readily available via internet, library or join similar forums nationwide
- Encourage members to participate in creative art competitions in their local area to increase exposure of the Tuvaluan Culture, e.g. – Franklin Arts Competition held every year.
- Increase numbers by sharing with other pacific groups in the surrounding area.

## Stage 3

### Invitation to display Arts & Crafts

- To celebrate the success of the project – have an exhibition to display everyone's hard work with their personal creations.

## Summary of EKT Fafine Taupuke

On behalf of our EKT Fafine Taupuke Committee and members, we would like to take this opportunity to say “Thank you” for taking time to help us in our journey. Covid-19 has taken a big part of our members confidence and passion due to fear but we had to learn alternative ways to learn our handicrafts and it wasn’t easy through zoom and internet but as we put our faith in God we are forever thankful for this opportunity with the help of the grant we will be able to purchase more materials to help our struggling families due to the global financial crisis of the cost of living. We hope that with the help of the Creative Arts grant we can share our Tuvalu Handicrafts with our Tuakau Community & Waikato. We want to showcase our handicrafts and share the knowledge so we won’t lose Tuvaluan our culture.

We have more photos and would like to present this to you in person. Apologies for the delay but we are still learning and appreciate your time in reading our future plan for our EKT Fafine Taupuke.

God Bless

EKT Fafine Taupuke



# Contact

Secretary

Mila Tulafono

Contact Number #022 318 3576

Email - milatulafono@gmail.com

Treasurer

Sintala Enosa

Contact Number #021 136 4033

Email - sinatala1987@gmail.com

Chairwoman

Faimafili Aasa

Contact Number #021 023 71275

Email - faimafili62@gmail.com

**Name and contact details**

Are you applying as an individual or group?

Individual

☒

Group

☐

Full name of applicant:

Jessica Nicolson

Contact person (for group):

Jessica Nicolson

Street address/PO Box:

Suburb:

Town/City:

Raglan

Postcode:

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

Jessica Nicolson

GST number:

Bank account number:

*If you are successful, your grant will be deposited into this account***Ethnicity of applicant/group** (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☒

Detail:

Māori:

☐

Detail:

Pacific Peoples:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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

Yes:

☒

No:

☐*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.***How did you hear about the Creative Communities Scheme?** (select **ONE** and mark with an X)☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide)

The Old school arts Staff

**Project name:** Paint with Jess

Brief description of project:

To make fine Art for a Christmas Exhibition. Also Cards and gifts.

**Project location, timing and numbers**

Venue and suburb or town:

Raglan Old school Arts

Start date:

Oct 26 2022

Finish date:

Dec 7th 2022

Number of *active* participants:

10

Number of viewers/audience members:

100

**Funding criteria:** (select **ONE** and mark with an X)

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

☐

**Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐

**Diversity:** *Support the diverse artistic cultural traditions of local communities*

☒

**Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

**Artform or cultural arts practice:** (select **ONE** and mark with an X.)

☐

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☐

Ngā toi Māori

☐

Pacific arts

☐

Multi-artform (including film)

☐

Theatre

☒

Visual arts

**Activity best describes your project?** (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☒

Creation and presentation

☐

Presentation only (exhibition)

☐

Workshop/wānanga

# PROJECT DETAILS

---

## 1. The idea / Te Kaupapa: What do you want to do?

To provide a platform for Local children to grow in their Art making skills and confidence in themselves as an Artist. The children will be able to create awesome art works to gift for Christmas and to Exhibit at the Ols school Arts Gallery. This will help their self -esteem and image of themselves as creative contributors to society.

## 2. The process / Te whakatutuki: How will the project happen?

Once a week for 6-8 weeks we will create Art. The children will be given journals where they can develop their ideas- intentions and meanings. They will be shown techniques and provided with equipment and guidance. Then we will exhibit three chosen paintings from each child and invite their parents and the community. I will also let the Waikato distict council know incase they want to attend. I will notify the newspaper of what we are doing and see if their can be a story made too.

## 3. The people / Nga tangata: Tell us about the key people and/or the groups involved.

The immediate and extended families. Also the Raglan Community. We can have a story in the newspaper and invite everyone to the exhibition. The children being able to give at Christmas will be a blessing. Especially making the presents themselves. There may be specific meanings the children what to explore which may effect people involved.

## 4. The criteria / Nga paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity of young people.

I encourage the children that they can make art. I have skills to share. They will see the benefits of using good materials and how awesome their art can look. The creations will become part of the local and fanmily histories. I know that portraits that my friends and I drew growing up remained framed on the walls for many years. These children will be empowered through their developing skills of communication.



## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☐    Do NOT include GST in your budget  
    No    ☒    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> <i>eg hall hire</i>	<b>Detail</b> <i>e.g. 3 days' hire at \$100 per day</i>	<b>Amount</b> <i>e.g. \$300</i>
Venue hire	\$15 x 8 x 8	\$236.00
Materials	30 x 8	\$100.00
		\$150.00
		\$70.00
		\$12.00
		\$35.00
Gallery hire	\$100 a day - 3 days	\$300.00
Teaching time	2.5 hours x 8 = 20 hrs at \$30 per hr	\$600.00
Preparation	2 hour x 8 = 16hrs at 21 per hour	\$336.00
Opening night	Snacks and drinks	\$200.00
<b>Total Costs</b>		\$2039.00
<b>Project Income</b>	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.	
<b>Income</b> <i>e.g. ticket sales</i>	<b>Detail</b> <i>e.g. 250 tickets at \$15 per ticket</i>	<b>Amount</b> <i>e.g. \$3,750</i>
Class Fees	\$15 x 8 x 8	\$960.00
Material fees	30 x 8	\$240.00
<b>Total Income</b>		\$1,200.00
<b>Costs less income</b>	<b><i>This is the maximum amount you can request from CCS</i></b>	\$839.00
<b>ENTER amount you are requesting from Creative Communities Scheme</b>		\$800.00

**Other financial information**

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
21/07/2022	Painting Journey	\$780.00	yes
29/07/2022	Creative Journey with Jess	\$328.00	yes

**Important Other financial information**

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Applications and queries can be emailed to [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)**

**You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.**

- ☒ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☒ 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
- ☒ Keep receipts and a record of all expenditure for seven years
- ☒ Participate in any funding audit of my organisation or project conducted by the local council
- ☒ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☒ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987
- ☒ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name	Jessica Nicolson
(Print name of contact person/applicant)	
Signed:	<div> <div></div> <div>Please accept this ticked box as part of my Declaration, along with my emailed application, as I'm not in a position where resources are readily available to print and scan.</div> </div>
(Applicant or arts organisation's contact person)	
Date:	29/07/2022

**Name and contact details**

Are you applying as an individual or group?

Individual

☐

Group

☒

Full name of applicant:

The ReCreators

Contact person (for group):

Geraldine Tew/ Esther Gathambo

Street address/PO Box:

Suburb:

Town/City:

Hamilton

Postcode:

Country:

New Zealand

Email:

Telephone (day):

*All correspondence will be sent to the above email or postal address*

Name on bank account:

Re-Creators Charitable Trust

GST number:

Bank account number:

*If you are successful, your grant will be deposited into this account***Ethnicity of applicant/group** (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☐

Detail:

Māori:

☐

Detail:

Pacific Peoples:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☒

Detail:

Esther is from Kenya

Other:

☒

Detail:

The Collective is diverse

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

Yes:

☒

No:

☐*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.***How did you hear about the Creative Communities Scheme?** (select **ONE** and mark with an X)☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☒

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide



**Project name:** Creative DIY Skills with Deconstructed Wood - Power Tools 101

Brief description of project:

DIY skills-based upcycling practical workshops for adults around deconstructed wood. 101 power tools skills, sourcing wood, denailing and circular economy.

**Project location, timing and numbers**

Venue and suburb or town:

Pokeno/ Huntly/ Raglan/ Ngaruawahia/ Hamilton

Start date:

1/9/2022

Finish date:

1/3/2022

Number of *active* participants:

100

Number of viewers/audience members:

6

**Funding criteria:** (select **ONE** and mark with an X)

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

☒ Y

**Access and participation:** *Create opportunities for local communities to engage with, and participate in local arts activities*

☐

**Diversity:** *Support the diverse artistic cultural traditions of local communities*

☐

**Young people:** *Enable young people (under 18 years of age) to engage with, and participate in the arts*

**Artform or cultural arts practice:** (select **ONE** and mark with an X.)

☒ Y

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☐

Ngā toi Māori

☐

Pacific arts

☐

Multi-artform (including film)

☐

Theatre

☐

Visual arts

**Activity best describes your project?** (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☐

Creation and presentation

☐

Presentation only (exhibition)

☒ Y

Workshop/wānanga

# PROJECT DETAILS

---

## 1. The idea / Te Kaupapa: What do you want to do?

Deliver creative DIY skills around the use of deconstructed wood and community opportunities around circular economy. Run a 101 power tools workshop teaching participants how to use a drill, jigsaw and sanders to make unique works of art/ creative functional items.

Discuss with communities how to access reused materials, tools, designs and how this links into Climate Action.

Creativity is at the heart of engaging communities in practical Climate Action

## 2. The process / Te whakatutuki: How will the project happen?

We offer creative subsidised and free workshops that teach a particular skill. Classes are designed around a project that can be completed within a 2-4 hour session. These are design to instill a sense of competence and confidence in the participant. We want to ensure that everyone feels that they are an artist. Workshops have small groups and run with a 1:10 for adults. The sessions include a Health & Safety briefing around all tools used. Classes are loaded on our website, humanitix and interlinked with Facebook, cohosted with community partners & funders.

## 3. The people / Nga tangata: Tell us about the key people and/or the groups involved.

### Adult Classes

These classes are again designed around a finished item like a chopping board, creative artistic piece of woodwork or other such item. Our classes attract people because of creativity but we are able to message about sustainable repurposing which is incredibly important for climate action.

We are an upcycling female collective and mainly deliver classes to women who have not had access to power tools. Classes are subsidised to link to more vulnerable groups who could not afford full price.

## 4. The criteria / Nga paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity of young people.

We are developing relationships with HCC, Go Eco and migrant groups.

The Founder, Ger Tew is also a co-founder of Impact Hub Auckland, newly created and linked to Impact Hub Waikato. Esther also works for the Impact Hub team. Esther will engage with HCC, migrant groups, environment Waikato and community centres. We believe that our community is like a wheel, with our services being one spoke that attracts a variety of people into a hub. All our work is via collaboration with community organisations.

## 5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?    Yes    ☒ Y    Do NOT include GST in your budget  
    No    ☐    Include GST in your budget

<b>Project costs</b>	Write down all the costs of your project and include the details, e.g. materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
<b>Item</b> <i>eg hall hire</i>	<b>Detail</b> <i>e.g. 3 days' hire at \$100 per day</i>	<b>Amount</b> <i>e.g. \$300</i>
Workshop Host 1	4 hours (3 hour class plus pickup down) @\$50 - Esther	\$1,000.00
Workshop Host 2	4 hours (3 hour class plus pickup down) @\$80 - Ger	\$1,600.00
Project Management	Organising logistics, finance, applications	\$250.00
Materials & prep	Gathering wood, prep, tools and materials	\$600.00
Admin	Canva, humanitix, FB	\$200.00
Marketing	FB sharing, promotion, ads and after posts	\$250.00
Travel	8 hours @\$50 plus petrol	\$600.00
<b>Total Costs</b>		<b>\$4,500.00</b>
<b>Project Income</b>	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.	
<b>Income</b> <i>e.g. ticket sales</i>	<b>Detail</b> <i>e.g. 250 tickets at \$15 per ticket</i>	<b>Amount</b> <i>e.g. \$3,750</i>
\$20 @50 tickets	4 hours (3 hour class plus pickup down) @\$50 - Esther	\$1,000.00
50 tickets free	4 hours (3 hour class plus pickup down) @\$80 - Ger	\$0.00
	Organising logistics, finance, applications	
	Gathering wood, prep, tools and materials	
	Canva, humanitix, FB	
	FB sharing, promotion, ads and after posts	
<b>Total Income</b>		<b>\$1,000.00</b>
<b>Costs less income</b>	<b><i>This is the maximum amount you can request from CCS</i></b>	<b>\$3,500.00</b>
<b>ENTER amount you are requesting from Creative Communities Scheme</b>		<input type="text"/>

### Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programs).

Date applied	Who to	How much	Confirmed/ unconfirmed
01/05/2020	CCS20_1_003 North West/ Centre Creative Communities Auckland	\$9,900.00	Confirmed
01/05/2021	CCS21_1_158/ 163/ CS21_2_016/017 CCS20_1_003 North West/ Centre Creative Communities Auckland	\$16,000.00	Confirmed
01/08/2021	CCS21_3 North West/ South/ Centre	\$13,665.00	Confirmed
01/03/2022		\$16,230.00	Confirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)
01/03/2020	North West/ Centre Creative Communities Auckland Round 1 2020	\$9,900.00	Yes
01/03/2021	North West/ Centre Creative Communities Auckland Round 1 2020	\$16,000.00	Yes
1/08/2021	CCS21_3 North West/ South/ Centre Roun 2 2021	\$13,665.00	Yes
1/03/2022		\$16,230.00	No

### Important Other financial information

Groups or organisations must provide the relevant audited accounts or 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 need include your reserves statement or policy

**Applications and queries can be emailed to [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)**



**You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.**

☐ 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 (or request permission in writing from the CCS Administrator for any significant change to the project)

☐ 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

☐ Keep receipts and a record of all expenditure for seven years

☐ Participate in any funding audit of my organisation or project conducted by the local council

☐ 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 the Creative New Zealand website: <http://www.creativenz.govt.nz/about-creative-new-zealand/logos>

☐ I understand that the Waikato District Council is bound by the Local Government Official Information and Meetings Act 1987

☐ I/we consent to Waikato District Council 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 details/photos 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

**NB: All applications by person/s under the age of 18 must be signed by applicant's parent or legal**

Name

Geraldine Tew - Founder The ReCreators

(Print name of contact person/applicant)

Signed:

Please accept this ticked box as part of my Declaration, along with my emailed application, as I'm not in a position where resources are readily available to print and scan.

(Applicant or arts organisation's contact person)

Date:

26/07/20













































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