

Agenda for a meeting of the Creative Communities Scheme Assessment Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **THURSDAY 26 SEPTEMBER 2019** commencing at **10.00am**.

Information and recommendations are included in the reports to assist the Committee in the decision making process and may not constitute Council's decision or policy until considered by the Committee.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Minutes of a meeting held on Thursday 28 March 2019 3

5. CREATIVE COMMUNITIES SCHEME ASSESSMENTS

5.1	Tamar Lazarus – The Soundsystem Project NZ	12
5.2	Raglan Community Arts Council – Clay Art Skills Workshop	19
5.3	Te Kauwhata & Districts Information & Support Centre Incorporated – Arts Programme	52
5.4	Ruth Hare – Youth Theatrical Production	80
5.5	Rangi Moanaroa – A Collection of Poems	101
5.6	Cutting Edge Textiles – Fabric Painted Workshops	109
5.7	Twin Rivers Community Art Centre – Term Four Holiday Programme	131
5.8	Twin Rivers Community Art Centre – Term Four – Pottery Class	140
5.9	Twin Rivers Community Art Centre – The DIY Way Workshops	148
5.10	Twin Rivers Community Art Centre – Term One 2020 Mosaic Workshop	163
5.11	Friendship House (Huntly) Community Charitable Trust – Arts Programme	177

6. REPORTS

6.1	Creative Communities Scheme Assessments – September 2019	196
-----	--	-----

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Creative Communities Scheme Assessment Committee
From	Gavin Ion Chief Executive
Date	1 April 2019
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Creative Communities Scheme Assessment Committee meeting held on Thursday 28 March 2019.

2. RECOMMENDATION

THAT the public excluded minutes of the meeting of the Creative Communities Scheme Assessment Committee meeting held on Thursday 28 March 2019 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

CCS Minutes

MINUTES of a meeting of the Creative Communities Assessment Scheme Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **THURSDAY 28 MARCH 2019** commencing at **10.00am**.

Present:

Cr R McGuire (Chairperson)
 Ms C du Bosky
 Cr S Henderson
 Ms C Lang
 Ms J Muru
 Ms M Soanes
 Ms M Turner

Attending:

Mrs L van den Bemd (Community Development Co-ordinator)
 Mr A Mooar (Raglan Radio)
 Mrs W Wright (Committee Secretary)
 Ms D King (Raglan Community Arts Council – Busker Festival)
 Ms K Campbell (Raglan Community Arts Council – Kids Clay Workshops)
 Ms M Allan (Cutting Edge Textiles – Screen Printing Workshop)
 Ms J Rowland (Twin Rivers Arts Centre – Mini Album)
 Ms J Rowland (Twin Rivers Arts Centre – Acrylic Painting Classes)
 Ms J Rowland (Twin Rivers Arts Centre – Community Public Art Piece)
 Ms J Stevens (Twin Rivers Arts Centre – Community Capacity Building Phase 2 Development)
 Ms E Shead and Ms V Kemp (Friendship House – Creative Huntly)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Lang/Ms Turner)

THAT an apology be received from Ms Abraham.

CARRIED on the voices

CCSI903/01

CONFIRMATION OF STATUS OF AGENDA

Resolved: (Ms Muru/Ms Du Bosky)

THAT the agenda for a meeting of the Creative Communities Assessment Scheme Committee held on Thursday 28 March 2019 be confirmed and all items therein be considered in open meeting;

AND THAT in accordance with **Standing Order 9.12** the **Committee** resolves that the following item be added to the agenda given the **Committee** only meets twice a year:

- **Raglan Arts Film Festival 2019 (Agenda Item 5.11)**

CARRIED on the voices

CCSI903/02

DISCLOSURES OF INTEREST

Ms Soanes advised members of the Committee that she would declare a non financial conflict of interest in items 5.2 [*Raglan Community Arts Council – Busker Festival*], 5.3 [*Raglan Community Arts Council – Kids Clay Workshop*] and 5.11, [*Raglan Community Arts Council – Raglan Arts Film Festival 2019*].

CONFIRMATION OF MINUTES

Resolved: (Ms Lang/Ms Soanes)

THAT the minutes of a meeting of the **Creative Communities Assessment Scheme Committee** held on **Thursday 13 September 2018** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

CCSI903/03

CREATIVE COMMUNITIES SCHEME ASSESSMENTS

Application for Funding – Raglan Radio
Agenda Item 5.1

Tabled Item: Raglan Radio Powerpoint

Mr Aaron Mooar spoke to his application. He highlighted that:

- Raglan Community Radio had been going for 25 years.
- The 25-year anniversary celebration would be an opportunity to promote the younger bands that are currently in Raglan.
- A competition would enable support acts involving young bands to get airplay for an audience vote.

Application for Funding – Raglan Community Arts Council – Busker Festival
Agenda Item 5.2

Ms Soanes declared a conflict of interest, withdrew to the gallery, did not speak to, or vote on this item.

Ms Deb King spoke to her application and answered questions of the Committee. The following points were highlighted:

- An increased amount of tourists in Raglan had been observed by organisers during this time of the year .
- No children under the age of 7 years would be allowed to enter the competition.
- The aim was to involve local residents including the Raglan Radio Station.

Application for Funding – Raglan Community Arts Council – Kids Clay Workshop
Agenda Item 5.3

Ms Soanes declared a conflict of interest, withdrew to the gallery, did not speak to, or vote on this item.

Ms Jaqueline Anderson introduced herself and Ms Karron Campbell, the tutor of these workshops. The following points were highlighted:

- Accountability was given on three projects - Ocean Delight, Winter Magic and Spring has Sprung
- There were 10 students per class, with a waiting list which rolled over to the next period of classes.
- Approximately 15% of children attending returned to subsequent workshops.
- Children attending reflected the diversity of Raglan.
- Demand remained high for these workshops. The Arts Council was intending to approach local business to obtain additional funding as it considered introducing intermediate age workshops.

Agenda Item 5.11 was then considered by the Committee.

Application for Funding – Raglan Community Arts Council – Raglan Arts Film Festival 2019
Agenda Item 5.11

Ms Soanes declared a conflict of interest, withdrew to the gallery, did not speak to, or vote on this item.

Tabled Item: Video clip from Raglan Film Festival 2018

Ms Anderson presented her application and showed a video as part of the Accountability feedback. She noted:

- The community created their own films on phones or other devices. These are showcased during the evening.
- The evening event had moved to the local Town Hall due to increased interest.
- Participants signed consent forms to permit publication of their films for social media.
- The awards evening was greatly supported by the community.

Application for Funding – Cutting Edge Textiles – Screen Printing Workshop
Agenda Item 5.4

Ms Margherita Allan introduced herself.

Accountability was given for previous funding received by the applicant:

- Cutting Edge Textiles was a small group that met monthly. It applied for funding twice a year to enable higher subsidised mediums to be presented at a variety of community workshops.
- Five to eight attendees per class are from the Waikato District, with increased interest from across the North Island. Five to 25 participants attended monthly.

Speaking to her application, Margherita referred to the “Breakdown and Deconstructed” screenprinting as a new and innovative way of printing on fabric.

Application for Funding – Twin Rivers Community Art Centre – Mini Album Classes
Agenda Item 5.5

Tabled Item: Highlights from 2018 Powerpoint

Ms Stevens introduced Ms Rowland and her role in the organisation.

Ms Rowland explained what the classes entailed.

Application for Funding – Twin Rivers Community Art Centre – Acrylic Painting Classes
Agenda Item 5.6

Ms Rowland explained what the classes entailed and showed examples of work previously completed by participants.

Application for Funding – Twin Rivers Community Art Centre – Community Public Art Piece
Agenda Item 5.7

Ms Rowland explained that the Art Centre intended to work with the community to create and develop a themed outdoor mural that would be displayed publically.

Application for Funding – Twin Rivers Community Art Centre – School Holiday Programme Term 1 & 2
Agenda Item 5.8

Ms Rowland mentioned that the Art Centre would use a representative from the Waikato Society of Potters to develop a Matariki Maaori-themed project for the participants.

Application for Funding – Twin Rivers Community Art Centre – Community Capacity Building Phase 2 Development
Agenda Item 5.9

Ms Stevens gave an overview of the Capacity Building Programme funded in September 2017, carried out in 2018. She spoke on the following:

- A contractor assisted with development of future-proofed operational/facilities, policies and procedures.
- The Centre developed their financial system and increased their networking capability with other arts-focused groups.
- The Centre developed a social media plan to promote the brand and presence of Twin Rivers Arts Centre for the Ngaruawahia community and surrounding districts.
- A new governance team was established to build upon the communal strengths within the group

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

Agenda Item 5.10

Ms Evelyn Shead and Ms Victoria Kemp presented a powerpoint in support of their Accountability feedback. Pictures were shown of Hand Building Clay, Mosaics, Flax Weaving, Bead Jewellery Making etc. The following was highlighted:

- Friendship House was looking for alternative funding streams.
- Arts Huntly had developed a new Placemaking programme for the CBD of Huntly.
- Class numbers were in high demand.
- New workshop facilities were being investigated; the new upgraded Huntly Memorial Hall looked favourable.

The meeting adjourned at 11.23am and resumed at 11.54am.

REPORTS

Project Accountability Forms

Agenda Item 6.1

Tabled Item: Letter from Mr Gallagher

The Committee noted previous discussions in relation to reminding regular applicants on the Committee's criteria of funding new and diverse applications from across the District.

The Community Development Adviser:

- Presented a letter from Mr Rodger Gallagher, on behalf of Raglan Community Arts Centre, in relation to seeking other funding streams to assist for ongoing workshops
- Advised that she would discuss other funding options to assist these types of applications with Mr Gallagher.

Resolved: (Ms Muru/Ms Soanes)

THAT the report from the General Manager Community Growth be received;

AND THAT the Creative Communities Scheme Assessment Committee notes that the following amounts have been spent:

Twin Rivers Community Art Centre	Community art based workshops Round two 11 April 2017	\$8,900.00
Tuahana Clark	Publish a resource book Round one 14 September 2017	\$791.20
Friendship House Huntly – Huntly Arts	Capacity building Round one 14 September 2017	\$6,300.00
Raglan Community Arts Council	Raglan Arts Weekend Round one 14 September 2017	\$2,847.00
Raglan Community Arts Council	Kids Clay Round one 14 September 2017	\$3,000.00
Twin Rivers Community Art Centre	Capacity building Round one 14 September 2017	\$8,320.00
Twin Rivers Community Art Centre	Community art based workshops Round one 14 September 2017	\$5,235.43
Cutting Edge Textiles	Community art based workshops Round one 13 September 2018	\$795.00
Art @ the Port	Tell me a Story Round two 29 March 2018	\$1,632.79
Whaingaroa Youth Movement	Sign of the Times theatre /dance Round two 29 March 2018	\$3,000.00
Raglan Community Arts Council	Pilot programme delivery is due for completion. Report to be filed in the July 2019 round.	\$0

CARRIED on the voices

CCSI903/04

Progress/Results of Previous Applications
Agenda Item 6.2

Resolved: (Ms Lang/Cr Henderson)

THAT the report from the General Manager Community Growth be received.

CARRIED on the voices

CCSI903/05

Creative Communities Scheme Assessments (Results)

Agenda Item 6.3

Ms Soanes declared a conflict of interest, withdrew from the room did not speak to, or vote on this item.

Resolved: (Ms Lang/Ms Du Bosky)

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

Name of group and description of what money is for:

Raglan Radio	\$2,006.52
Raglan Community Arts Council – Busker Festival	\$1,640.00
Raglan Community Arts Council – Kids Clay Workshops (<i>subject to the proviso below (ref CCS1903/07)</i>)	\$2,000.00
Raglan Community Arts Council – Film Festival 2019	\$3,000.00
Cutting Edge Textiles – Screen Printing Workshop (<i>subject to the proviso below (ref CCS1903/08)</i>)	\$855.00
Twin Rivers Arts Centre – Mini Album	\$436.00
Twin Rivers Arts Centre – Acrylic Painting Classes	\$283.95
Twin Rivers Arts Centre – Holiday Programme Term 1 & 2	500.00
Twin Rivers Arts Centre – Community Public Art Piece	\$2,375.39
Twin Rivers Arts Centre – Community Capacity Building Phase 2 Development	\$9,233.75
Friendship House – Creative Huntly	\$4,570.50
Total	\$26,901.11

CARRIED on the voices

CCS1903/06

Raglan Community Arts Council – Kids Clay Workshops

Agenda Item 5.3

Resolved: (Ms Lang/Ms Du Bosky)

THAT the allocation of \$2,000.00 (ref CCS1903/06) be made to Raglan Community Arts Council – Kids Clay Workshops on the proviso that they seek alternative funding for the balance;

AND THAT that this amount only get paid once evidence of such alternative funding had been received.

CARRIED on the voices

CCS1903/07

Cutting Edge Textiles – Screen Printing Workshop

Agenda Item 5.4

Resolved: (Ms Turner/Ms Lang)

THAT the allocation of \$855.00 (ref CCS1903/06) be made to Cutting Edge Textiles – Screen Printing Workshop on the proviso that this funding will not be spent on food or drink.

CARRIED on the voices

CCSI 903/08

There being no further business the meeting was declared closed at 12.35pm.

Minutes approved and confirmed this day of 2019.

Cr R McGuire
CHAIRPERSON

Creative Communities Scheme

APPLICATION FORM

Funding for local arts projects

Ngā pūtea mō ngā toi te haukāinga

Read the *Creative Communities Scheme Application Guide*

Before you prepare your application you need to read the *Creative Communities Scheme Application Guide*. This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Complete the *Creative Communities Scheme Application Form*

- Applications can only be submitted using this document (*Creative Communities Scheme*)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example:

- **IMPORTANT – DO NOT edit any text outside of these boxes**
- **If you are unable to type into the boxes provided please print a copy and complete by hand**
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

APPLICANT DETAILS

Name and contact details

Full name of applicant:			
Contact person			
Street address/PO Box:			
Suburb:		Town/City	
Postcode:		Country:	New Zealand
Telephone (day):			
Email (must provide)			

The Committee advises that you speak in support of your application at the CCS meeting? If you are unable to attend please advise the funding team at funding@waidc.govt.nz

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

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

PROJECT DETAILS

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

<input type="checkbox"/> Literature	<input type="checkbox"/> Music	<input type="checkbox"/> Ngā toi Māori
<input type="checkbox"/> Pacific arts	<input type="checkbox"/> Multi-artform (including film)	<input type="checkbox"/> Theatre
<input type="checkbox"/> Visual arts		

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

<input type="checkbox"/> Creation only	<input type="checkbox"/> Presentation only (performance or concert)
<input type="checkbox"/> Creation and presentation	<input type="checkbox"/> Presentation only (exhibition)
<input type="checkbox"/> Workshop/wānanga	

Cultural tradition of your project (mark with an X, you can select multiple options)

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

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? **and**
The process/Te whakatutuki how will the project happen?

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

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

4. 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, eg materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
Item <i>eg hall hire</i>	Detail <i>eg 3 days' hire at \$100 per day</i>	Amount <i>eg \$300</i>
Total Costs		

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 <i>eg ticket sales</i>	Detail <i>eg 250 tickets at \$15 per ticket</i>	Amount <i>eg \$3,750</i>
Total Income		\$
Costs less income	This is the maximum amount you can request from CCS	\$
Amount you are requesting from the Creative Communities Scheme		\$

5. 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 programmes).

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)

Other financial information

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

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

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 (eg 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 brief details about the project may be released to the media or appear in publicity material.
- ☐ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
 This consent is given in accordance with the Privacy Act 1993

Name

(Print name of contact person/applicant)		(Print name of parent/guardian for applicants under 16 years of age)	
Signed:	<input type="text"/>	Signed:	<input type="text"/>
(Applicant or arts organisation's contact person)		(Parent/guardians signature for applicants under 16 years of age)	
Date:	<input type="text"/>	Date:	<input type="text"/>

Before submitting your application, complete this checklist: *(mark with an X)*

<input type="checkbox"/>	My project has an arts or creative cultural focus
<input type="checkbox"/>	My project takes place in the local authority district that I am applying to
<input type="checkbox"/>	I have answered all of the questions in this form
<input type="checkbox"/>	I have provided quotes that match the amount being requested and other financial details
<input type="checkbox"/>	I have provided other supporting documentation
<input type="checkbox"/>	I have read and signed the declaration
<input type="checkbox"/>	I have made a copy of this application for my records
<input type="checkbox"/>	I have looked at the Creative Waikato ARTillery workshops

Please send application to: funding@waidc.govt.nz

Alternatively your application can be delivered to one of our Council offices found here: www.waikatodistrictcouncil.govt.nz or to:

Lianne van den Bemd, Community Development Advisor, Private Bag 544
Ngaruawahia 3742.

If you have any further questions please contact funding@waidc.govt.nz

0800 492 452- Lianne van den Bemd or I-Jay Huirama.

Creative Communities Scheme

APPLICATION FORM

Funding for local arts projects

Ngā pūtea mō ngā toi te haukāinga

Read the **Creative Communities Scheme Application Guide**

Before you prepare your application you need to read the *Creative Communities Scheme Application Guide*. This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Complete the **Creative Communities Scheme Application Form**

- Applications can only be submitted using this document (*Creative Communities Scheme*)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example:

- **IMPORTANT – DO NOT edit any text outside of these boxes**
- **If you are unable to type into the boxes provided please print a copy and complete by hand**
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

APPLICANT DETAILS

Name and contact details

Full name of applicant:	<input style="width: 95%;" type="text"/>		
Contact person	<input style="width: 95%;" type="text"/>		
Street address/PO Box:	<input style="width: 95%;" type="text"/>		
Suburb:	<input style="width: 150px;" type="text"/>	Town/City	<input style="width: 150px;" type="text"/>
Postcode:	<input style="width: 150px;" type="text"/>	Country:	<input style="width: 150px;" type="text" value="New Zealand"/>
Telephone (day):	<input style="width: 95%;" type="text"/>		
Email (must provide)	<input style="width: 95%;" type="text"/>		

The Committee advises that you speak in support of your application at the CCS meeting? If you are unable to attend please advise the funding team at funding@waidc.govt.nz

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

<input type="checkbox"/> Council website	<input type="checkbox"/> Local paper	<input type="checkbox"/> Social media
<input type="checkbox"/> Council mail-out	<input type="checkbox"/> Poster/flyer/brochure	<input type="checkbox"/> Radio
<input type="checkbox"/> Council staff member	<input type="checkbox"/> Word of mouth	
<input type="checkbox"/> Other (please provide detail)	<input style="width: 550px;" type="text"/>	

PROJECT DETAILS

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

<input type="checkbox"/> Literature	<input type="checkbox"/> Music	<input type="checkbox"/> Ngā toi Māori
<input type="checkbox"/> Pacific arts	<input type="checkbox"/> Multi-artform (including film)	<input type="checkbox"/> Theatre
<input type="checkbox"/> Visual arts		

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

<input type="checkbox"/> Creation only	<input type="checkbox"/> Presentation only (performance or concert)
<input type="checkbox"/> Creation and presentation	<input type="checkbox"/> Presentation only (exhibition)
<input type="checkbox"/> Workshop/wānanga	

Cultural tradition of your project (mark with an X, you can select multiple options)

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

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? **and**
The process/Te whakatutuki how will the project happen?

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

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

4. 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, eg materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
Item <i>eg hall hire</i>	Detail <i>eg 3 days' hire at \$100 per day</i>	Amount <i>eg \$300</i>
Total Costs		

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 <i>eg ticket sales</i>	Detail <i>eg 250 tickets at \$15 per ticket</i>	Amount <i>eg \$3,750</i>
Total Income		\$
Costs less income	This is the maximum amount you can request from CCS	\$
Amount you are requesting from the Creative Communities Scheme		\$

5. 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 programmes).

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)

Other financial information

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

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

DECLARATION

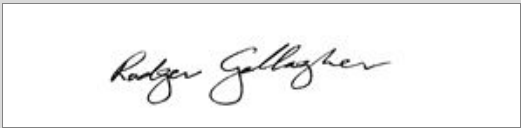
You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

- ☐ 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 (eg 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 brief details about the project may be released to the media or appear in publicity material.
- ☐ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
 This consent is given in accordance with the Privacy Act 1993

Name

(Print name of contact person/applicant)		(Print name of parent/guardian for applicants under 16 years of age)	
Signed:		Signed:	
(Applicant or arts organisation's contact person)		(Parent/guardians signature for applicants under 16 years of age)	
Date:		Date:	

Before submitting your application, complete this checklist: *(mark with an X)*

<input type="checkbox"/>	My project has an arts or creative cultural focus
<input type="checkbox"/>	My project takes place in the local authority district that I am applying to
<input type="checkbox"/>	I have answered all of the questions in this form
<input type="checkbox"/>	I have provided quotes that match the amount being requested and other financial details
<input type="checkbox"/>	I have provided other supporting documentation
<input type="checkbox"/>	I have read and signed the declaration
<input type="checkbox"/>	I have made a copy of this application for my records
<input type="checkbox"/>	I have looked at the Creative Waikato ARTillery workshops

Please send application to: funding@waidc.govt.nz

Alternatively your application can be delivered to one of our Council offices found here: www.waikatodistrictcouncil.govt.nz or to:

Lianne van den Bemd, Community Development Advisor, Private Bag 544
Ngaruawahia 3742.

If you have any further questions please contact funding@waidc.govt.nz

0800 492 452- Lianne van den Bemd or I-Jay Huirama.

PUBLIC BENEFIT ENTITY SIMPLE FORMAT REPORTING – ACCRUAL (NOT-FOR-PROFIT)

STEP ONE - BASIC INFORMATION

Please complete the following information for your entity, this will then flow into the Performance Report.

Full name of organisation	Raglan Community Arts Council
For the year ended	31 March 2019

This workbook contains a number of formulae and other features designed to make it's completion as easy as possible. To avoid inadvertent overwriting of this functionality, the workbooks have been password protected. The password is noted below , so that entities that wish to modify the workbook can do so. However, it is recommended that extreme care be taken if any modification is undertaken.

PASSWORD : xrb (Note password is case-sensitive)

Raglan Community Arts Council

Performance Report

For the year ended
31 March 2019

Contents

	Page
Non-Financial Information:	
Entity Information	1
Statement of Service Performance	4
Financial Information:	
Statement of Financial Performance	5
Statement of Financial Position	6
Statement of Cash Flows	7
Statement of Accounting Policies	8
Notes to the Performance Report	9

[If the entity has an Independent Auditors Report or Independent Review Report - add this to your contents and attach to the Performance Report]

Raglan Community Arts Council

Entity Information

"Who are we?", "Why do we exist?"

**For the year ended
31 March 2019**

Legal Name of Entity:*	Raglan Community Arts Council
------------------------	-------------------------------

Other Name of Entity (if any):	Raglan Old School Arts Centre
--------------------------------	-------------------------------

Type of Entity and Legal Basis (if any):*	Community Arts Council operating under the Arts Council of NZ Act
---	---

Registration Number:	CC24379
----------------------	---------

Entity's Purpose or Mission:
Our aim is to nurture and encourage development of the arts in Whaingaroa. Operating the Raglan Old School Arts Centre, Providing a financial umbrella for arts projects, Fund raising for operations & projects, Supporting & prompting arts activities & events, Encouraging & promoting resident artists.

Entity Structure: *

RCAC has a management committee with a Chairperson, Deputy Chairperson, Secretary and Treasurer. The committee meets monthly. All payments are approved by two members of the committee who have been authorised by a committee meeting.

Raglan Community Arts Council

Entity Information

"Who are we?", "Why do we exist?"

**For the year ended
31 March 2019**

Main Sources of the Entity's Cash and Resources: *

Main funding sources are self funding, grants and donations from community funders, government agencies, individuals and businesses.

Main Methods Used by the Entity to Raise Funds: *

RCAC holds a monthly creative market to raise funds. It also raises funds from facility and equipment hire.

Entity's Reliance on Volunteers and Donated Goods or Services: *

Volunteers run most activities including movie screenings, event coordination and management.

Raglan Community Arts Council

Entity Information

"Who are we?", "Why do we exist?"

For the year ended
31 March 2019

Additional Information:*

Contact details

Physical Address:	5 Stewart St, Raglan 3225
Postal Address:	5 Stewart St, Raglan 3225
Phone/Fax:	07 825 0023
Email:	info@raglanartscentre.co.nz
Website:	https://raglanschoolartscentre.co.nz
	https://www.facebook.com/raglanoldschoolartscentre/
	

Raglan Community Arts Council
Statement of Service Performance
"What did we do?", When did we do it?"
For the year ended
31 March 2019

Description of the Entity's Outcomes*:

RCAC aims to achieve a high level of community involvement and participation in the wider arts and culture at the Old School Arts Centre.

	Actual*	Budget	Actual*
Description and Quantification (to the extent practicable) of the Entity's Outputs:*	This Year	This Year	Last Year
Exhibitions	13		7
Monthly Movies 113 movie sessions - people attending	1300		1750
Film Festival 8 sessions - people attending	270		200
Red Carpet Awards Evening - people attending	114		50
Raglan Art to Wear 2018 - Biennial event			
Active participants	100		0
Audience	600		0
21 concerts, music or drama events, book launches - people attending	500		544
Raglan Arts Weekend - people attending studios over 3 days in January			1286
Raglan Arts Weekend - Preview exhibition - 8 weeks prior to Weekend			1100
This weekend has now been changed to Easter weekend, consequently there was no Arts Weekend in this financial year.			
Raglan Creative Market - held monthly			
People attending over the year	10000		9,000
Kid's After School Clay 3 or 3 per term - people attending	110		90

Additional Output Measures:

What's On newsletter published each month with 250 print and 653 electronic copies.

Additional Information:

Clayshed members' nights and ClayShedPlus sessions held throughout the year along with other groups such as children's ballet, children's art based holiday programmes and Karioi Quilting. Arts Centre used by a large number of community groups throughout the year, including parenting sessions and Plunket messay play groups.

Raglan Community Arts Council
Statement of Financial Performance
"How was it funded?" and "What did it cost?"
For the year ended
31 March 2019

	Note	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
Revenue				
Rents received and income from equipment hire		34670		34,539
Classes, participation fees, stallholders fees, ticket sales		69196		47,530
Subscriptions		1887		1,579
Items sold on behalf of Artists		27181		27,035
Interest		3330		2,823
Sponsorship and advertising		9113		5,107
Grants, donations and subsidies		228490		46,127
Other revenue		66733		78,708
Total Revenue*		440,600	-	243,448
Expenses				
Workshops and Events		52094		27,468
Volunteer and employee related costs*		79925		76,261
Overheads and consumables		33137		31,999
Payments to Artists for items sold		27181		27,035
Repairs and maintenance		12285		13,830
Other expenses		29031		33,875
Depreciation expense		3467		3,886
Total Expenses*		237,120	-	214,354
Surplus/(Deficit) for the Year*		203,480	-	29,094

Raglan Community Arts Council

Statement of Financial Position

"What the entity owns?" and "What the entity owes?"

As at
31 March 2019

	Note	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
Assets				
Current Assets				
Bank accounts and cash*		172,119		93,095
GST Accrued		5,768		
Inventory*				
Other current assets				149
Total Current Assets		177,887	-	93,244
Non-Current Assets				
Property, plant and equipment*		410,021		230,670
KiwiBank Notice Saver account		1,225		151,176
KiwiBank Term deposit				23,848
Total Non-Current Assets		411,246	-	405,694
Total Assets*		589,133	-	498,938
Liabilities				
Current Liabilities				
Refundable key deposits		908		740
Creditors and accrued expenses*		4,465		
GST owing				
Unused donations and grants with conditions*		112,842		207,260
Other current liabilities				
Total Current Liabilities		118,215	-	208,000
Non-Current Liabilities				
Loans*				
Other non-current liabilities		-		-
Total Non-Current liabilities		-	-	-
Total Liabilities*		118,215	-	208,000
Total Assets less Total Liabilities (Net Assets)*		470,918	-	290,938
Accumulated Funds				
Capital contributed by owners or members*		213,271		236,771
Accumulated surpluses or (deficits)*		257,647		30,667
Reserves*		-		23,500
Total Accumulated Funds*		470,918	-	290,938

Raglan Community Arts Council

Statement of Cash Flows

"How the entity has received and used cash"

For the year ended
31 March 2019

	Actual*	Budget	Actual*
	This Year	This Year	Last Year
	\$	\$	\$
Cash Flows from Operating Activities*			
Cash was received from:			
Donations, fundraising and other similar receipts*	228,490		140,689
Fees, subscriptions and other receipts from members*	1,887		1,787
Receipts from providing goods or services*	117,109		132,135
Interest, dividends and other investment receipts*	3,330		2,404
Cash was applied to:			
Payments to suppliers and employees*	233,293		191,584
Donations or grants paid*	360		600
Net GST	5,619		137
Net Cash Flows from Operating Activities*	111,544	-	84,694
Cash flows from Investing and Financing Activities*			
Cash was received from:			
Receipts from the sale of property, plant and equipment*			
Receipts from the sale of investments*	150,298		
Proceeds from loans borrowed from other parties*			
Capital contributed from owners or members*			
Cash was applied to:			
Payments to acquire property, plant and equipment*	182,818		14,728
Payments to purchase investments*			
Repayments of loans borrowed from other parties*			
Capital repaid to owners or members*			
Net Cash Flows from Investing and Financing Activities*	(32,520)	-	(14,728)
Net Increase / (Decrease) in Cash*	79,024	-	69,966
Opening Cash*	93,095		23,129
Closing Cash*	172,119	-	93,095
This is represented by:			
Bank Accounts and Cash*	172,119	-	93,095
	-		-

Raglan Community Arts Council

Statement of Accounting Policies

"How did we do our accounting?"

For the year ended

31 March 2019

Basis of Preparation*

Raglan Community Arts Council has elected to apply PBE SFR-A (NFP) Public Benefit 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 Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)*

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Income Tax

Raglan Community Arts Council is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

[Name of Specific Accounting Policy]*

RCAC Financial Procedures were reviewed on 14th November 2017. Petty Cash amounts were increased.

Changes in Accounting Policies*

There have been no changes in accounting policies during the financial year.

Raglan Community Arts Council
Notes to the Performance Report
For the year ended
31 March 2019

Note 1 : Analysis of Revenue

Revenue Item	Analysis	This Year \$	Last Year \$
Rents received and income from equipment hire	Old School	21691	23,247
	St Lazarus Kitchen	11030	9,535
	Movie equipment hire	1949	1,757
	Total	34,670	34,539
Revenue Item	Analysis	This Year \$	Last Year \$
Classes and course fees, participation fees, ticket sales and entry fees, Market stallholders fees	Classes and course fees	7995	10,500
	Participation fees	4177	4,260
	Ticket sales and entry fees	33647	18,467
	Market Stallholders fees	23377	14,303
	Total	69,196	47,530
Revenue Item	Analysis	This Year \$	Last Year \$
Fees, subscriptions and other revenue from members	Subscriptions received	1,887	1,579
	Total	1,887	1,579
Revenue Item	Analysis	This Year \$	Last Year \$
Items sold on behalf of customers	RCAC events	22464	24,673
	Non RCAC events	4717	2,362
	Total	27,181	27,035
Revenue Item	Analysis	This Year \$	Last Year \$
Interest, dividends and other investment revenue	Interest		2,823
	Total	3,330	2,823
Revenue Item	Analysis	This Year \$	Last Year \$
Sponsorship and Advertising		9113	5,107
	Total	9,113	5,107
Revenue Item	Analysis	This Year \$	Last Year \$
Grants, donations and subsidies		228490	46,127
	Total	228,490	46,127
Revenue Item	Analysis	This Year \$	Last Year \$
Other revenue	Sundry income	15806	31,145
	Koha and donations received	40947	41,137
	Refreshment sales	5774	4,958
	Commission on Artists' sales	4206	1,468
	Total	66,733	78,708

Raglan Community Arts Council

Notes to the Performance Report

For the year ended
31 March 2019

Note 1a : Detailed Analysis of Revenue for Grants, Donations and Subsidies

Revenue Item	Analysis	This Year \$	Last Year \$
Grants, Donations and Subsidies - Details of Note 1	Unspent grants forward from last year	207260	6566
	MSD OSCAR Grants	0	365
	Creative Communities NZ - Waikato	4439	26171
	Waikato District Council - Events fund	12079	0
	Raglan Community Board	0	5000
	Raglan Town Hall Committee	4054	2735
	COGS	10000	9800
	Trust Waikato	50000	8000
	NZ Lottery Grants Board	0	150000
	Southern Trust	10000	9750
	Raglan Lions Club	8000	0
	WEL Energy Trust	5000	35000
	Sir john Logan Campbell Residuary Trust	20000	
	SuperValue Raglan	200	
	St Lazarus Trust	10000	
	Anonymous donor	300	
	Less Unspent grants forward to next year	-112842	-207260
Total		228,490	46,127

Raglan Community Arts Council
Notes to the Performance Report
For the year ended
31 March 2019

Note 2 : Analysis of Expenses

Expense Item	Analysis	This Year \$	Last Year \$
Workshop and events	Workshops and Events	52,094	27,468
	Total	52,094	27,468

Expense Item	Analysis	This Year \$	Last Year \$
Volunteer and employee related costs	Wages and salaries	75011	68,985
	Kiwi Saver - employer contribution	1494	1,510
	ACC Premiums	363	481
	Social events, gifts	127	699
	Staff training and expenses	2930	4,586
	Total	79,925	76,261

Expense Item	Analysis	This Year \$	Last Year \$
Overheads and consumables	Venue hire	12203	7,605
	Power	2306	3,977
	Rent and rates	1404	2,485
	Telephone and internet	2660	2,491
	Printing and stationery	6825	7,375
	Freight and postage	668	878
	Bank fees	290	334
	Charities Services fee and Legal expenses	44	184
	Accounting and audit fees	2830	3,045
	Insurance	3907	3,625
	Total	33,137	31,999

Expense Item	Analysis	This Year \$	Last Year \$
Payment to Artists for items sold	Customers reimbursed for items sold RCAC events	22464	24,673
	Customers reimbursed for items sold Non RCAC events	4717	2,362
	Total	27,181	27,035

Expense Item	Analysis	This Year \$	Last Year \$
Repairs and maintenance	Equipment Repairs and Maintenance	2511	1,351
	Buildings Repairs and Maintenance	3888	3,255
	Grounds Repairs and Maintenance	1397	166
	Cleaning Buildings - Labour and Supplies	2278	5,759
	Replacements	2211	3,299
	Total	12,285	13,830

Expense Item	Analysis	This Year \$	Last Year \$
Other expenses	Advertising and Marketing	6530	7,141
	Refreshment purchases	4057	4,172
	Xero Cloud Accounting Services	45	-
	General expenses	680	-
	Koha/Donations paid	360	600
	Subscriptions paid	81	25
	Kitchen expenses	5847	18,887
	Equipment lease and hire	1761	1,600
	Event Prizes - Art2Wear biennial event	9670	1,450
	Grants and Scholarships paid		0
	Total	29,031	33,875

Expense Item	Analysis	This Year \$	Last Year \$
Depreciation expenses	Depreciation expense	3467	3,886
	Total	3,467	3,886

Raglan Community Arts Council

Notes to the Performance Report

For the year ended
31 March 2019

Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	This Year \$	Last Year \$
Bank accounts and cash	Cheque account	7759	10,840
	Business On Call Account	163761	81,655
	Petty Cash	600	600
	Accounts receivable	5768	-
	Total	177,888	93,095
Asset Item	Analysis	This Year \$	Last Year \$
Debtors and prepayments			
	Total	-	-
Asset Item	Analysis	This Year \$	Last Year \$
Inventory			
	Total	-	-
Asset Item	Analysis	This Year \$	Last Year \$
Other current assets			
	Total	-	-
Asset Item	Analysis	This Year \$	Last Year \$
Investments	KiwiBank Term Deposit	0	23847
	KiwiBank Notice Saver account	1,226	151,176
	Total	1,226	175,023
Asset Item	Analysis	This Year \$	Last Year \$
Other non-current assets	Term Deposit		
	Total	-	-
Liability Item	Analysis	This Year \$	Last Year \$
Creditors and accrued expenses	Refundable key deposits	870	740
	Income received in advance	4305	-
	Accounts payable	160	-
	Total	5,335	740
Liability Item	Analysis	This Year \$	Last Year \$
Employee costs payable			
	Total	-	-
Liability Item	Analysis	This Year \$	Last Year \$
Unspent donations and grants with		112842	207,260
	Total	112,842	207,260
Liability Item	Analysis	This Year \$	Last Year \$
Other current liabilities			
	Total	-	-
Liability Item	Analysis	This Year \$	Last Year \$
Loans			
	Total	-	-
Liability Item	Analysis	This Year \$	Last Year \$
Other non-current liabilities	Kitchen Bench top	-	-
	Total	-	-

Raglan Community Arts Council

Notes to the Performance Report

For the year ended
31 March 2019

Note 4 : Property, Plant and Equipment

This Year					
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*
Land*	-			-	-
Buildings*	216,954	177,385			394,339
Motor Vehicles*	-				-
Furniture and fixtures*	865			396	469
Kitchen Equipment	-	4,315		81	4,234
Computers (including software)*	1,395	1,118		571	1,942
Arts Equipment	11,456			2,419	9,037
Heritage assets	-				-
Total	230,670	182,818	-	3,467	410,021

PPE7 - PPE8	
Current Valuation*	Source and Date of Valuation*

Last Year					
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*
Land*				-	-
Buildings*	200,262	16,692			216,954
Motor Vehicles*					-
Furniture and fixtures*	9,938		8,387	686	865
Office equipment*	10,328		10,328		-
Computers (including software)*	51	1,665		321	1,395
Arts Equipment		14,335		2,879	11,456
Heritage assets					-
Total	220,579	32,692	18,715	3,886	230,670

Significant Donated Assets Recorded - Source and Date of Valuation*	

Significant Donated Assets - Not Recorded*	

Raglan Community Arts Council

Notes to the Performance Report

For the year ended
31 March 2019

Note 5: Accumulated Funds

This Year				
Description*	Capital Contributed by Owners or Members*	Accumulated Surpluses or Deficits*	Reserves*	Total*
Opening Balance	236,771	30,667	23,500	290,938
Capital contributed by owners or members*				-
Capital returned to owners or members*	(23,500)			(23,500)
Surplus/(Deficit)*		203,480		203,480
Distributions paid to owners or members*		-		-
Transfer to Reserves*				
Transfer from Reserves*		23,500	(23,500)	
Closing Balance	213,271	257,647	-	470,918

Last Year				
Description*	Capital Contributed by Owners or Members*	Accumulated Surpluses or Deficits*	Reserves*	Total*
Opening Balance	226,771	11,573	13,500	251,844
Capital contributed by owners or members*	10,000			10,000
Capital returned to owners or members*				-
Surplus/(Deficit)*		29,094		29,094
Distributions paid to owners or members*		-		-
Transfer to Reserves*		(10,000)	10,000	
Transfer from Reserves*		-	-	
Closing Balance	236,771	30,667	23,500	290,938

Breakdown of Reserves		Actual*	Actual*
Name*	Nature and Purpose*	This Year	Last Year
		\$	\$
Creative Space/ Clay Shed Plus	New building	-	23,500
Total		-	23,500

Raglan Community Arts Council
Notes to the Performance Report
For the year ended
31 March 2019

Note 6 : Commitments and Contingencies

Commitments

There are no commitments as at balance date (Last Year - nil)

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Last Year - nil)

Notes 7-7

INDEPENDENT AUDITOR'S REPORT

To the Trustees of Raglan Community Arts Council

Report on the Financial Statements

I have audited the financial statements of Raglan Community Arts Council on pages 5 to 16, which comprise the balance sheet as at 31 March 2019, the income statement, and statement of changes in equity for the year then ended, and a summary of significant accounting policies and other explanatory information.

Trustees' Responsibility for the Financial Statements

The Trustees are responsible for the preparation of financial statements in accordance with generally accepted accounting practice in New Zealand and that give a true and fair view of the matters to which they relate, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with International Standards on Auditing (New Zealand). Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of financial statements that give a true and fair view of the matters to which they relate in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the presentation of the financial statements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion. Other than in my capacity as auditor I have no relationship with, or interests in, Raglan Community Arts Council.

Opinion

In my opinion, the financial statements on pages 5 to 16 comply with generally accepted accounting practice in New Zealand; give a true and fair view of the financial position of Raglan Community Arts Council as at 31 March 2019 and its financial performance for the year ended on that date.

Richard Thomson
19 July 2019



COPYRIGHT

© External Reporting Board ("XRB") 2013

This XRB Template contains copyright material.

Reproduction in unaltered form (retaining this notice) is permitted for personal and non-commercial use subject to the inclusion of an acknowledgement of the source.

Requests and enquiries concerning reproduction and rights for commercial purposes within New Zealand should be addressed to the Chief Executive, External Reporting Board at the following email address: enquiries@xrb.govt.nz

Reserves Policy:

Most money held is tagged. It is either held for a specific purpose (Creative Communities Scheme, Wellbeing Trust, COGS, Trust Waikato, Blue Sky Trust and WEL Energy Trust) or held on an umbrella basis for groups such as Art to Wear, Raglan Film Festival, Raglan Arts Weekend, or the Youth Arts Fund. Currently we are holding funds for the building project currently underway to replace the Clay Shed with a larger Creative Space building. The operational funding grant from Trust Waikato will be used in the coming months. Some money is held for operational purposes such as income/expenditure fluctuations and for PAYE/ GST.

7th August 2019

Raglan Old School Arts Centre
P.O.BOX 91
RAGLAN

New Zealand

Deliver To:
ARTS CENTRE CLAY SHED
RAGLAN OLD SCHOOL
Attn: Suzanne Prinz
STEWART STREET
RAGLAN
RING AHEAD 027 429 0480 Centre open
10.00am-2pm daily

QUOTE

Tax Number:
063-976-407

Quote #:
SQ-00000072

Quote Date:
29/07/2019

Expiry Date:
29/08/2019

Warehouse:
Summerhill

Decopot NZ Ltd
126 Summerhill Drive
Aokautere
Palmerston North
Manawatu
4410
New Zealand

Reference:
Emailed 29.19

Delivery Method:

Code	Description	Comments	Units	Pack	Qty	Price	Total	Tax %
AUM-1000	Universal Medium 1 Litre		EA	0.00	6.00	15.65	93.90	15
ABB-CL2	ABBOTS CLEAR (cone 3-6) GLAZE 2kg		EA	0.00	6.00	33.04	198.24	15
BODYSB15-10KG	PRIMO SB15 Sculptural 10kg bag		EA	0.00	18.00	20.00	360.00	15
AGS-B3015-100g	Glaze Stain, Tomato Red (Zr-SiO4-Cd) 100g		EA	0.00	1.00	22.00	22.00	15
AGS-B9003-100g	Glaze Stain, Bright Violet (Sn-Cr) 100g		EA	0.00	1.00	18.00	18.00	15
AGS-N60104-100g	Glaze Stain, Mandarin Orange (Zr-Si-Cd-Se) 100g		EA	0.00	1.00	26.09	26.09	15
AGS-Z511-100g	Glaze Stain, Cobalt Black Z511 (Co-Ni-Cr-Fe) 100g		EA	0.00	1.00	25.30	25.30	15
AGS-FU5701-100g	Glaze Stain, Turquoise (Zr-Si-V) 100g		EA	0.00	1.00	10.44	10.44	15
AGS-RT123-100gr	Glaze Stain Cobalt Blue (CoSi) 100gr		EA	0.00	1.00	30.43	30.43	15
AGS-ZL525-100gr	Glaze Stain, Dark Brown ZL525 (Cr-Fe-Zn-) 100gr		KG	0.00	1.00	10.44	10.44	15
AGS-MD401-100g	Glaze Stain, Chrome Green (Cr-Al) 100g		EA	0.00	1.00	10.44	10.44	15
AGS-FU4101-100gr	Glaze Stain Malachite Green FU4101 (Co-Cr-Al) 100gr		EA	0.00	1.00	10.44	10.44	15
AGS-R879-100g	Glaze Stain, Ultra Red (Zr-Si-Cd-S-Se) 100g		EA	0.00	1.00	34.79	34.79	15
AGS-ZL506-100gr	Glaze Stain, Pink ZL506 (Sn-Cr-Ca-Si) 100 gr		KG	0.00	1.00	16.53	16.53	15
zzRAILMIMN TH	RAIL MINIMUM NORTH ISLAND		EA	0.00	1.00	60.00	60.00	15

SUBTOTAL (NZD)	927.04
CHARGE SUBTOTAL (NZD)	0.00
TAX (NZD)	139.08
<hr/>	
TOTAL INCL. TAX (NZD)	1,066.12

Comments: Emailed 29.07
Quote for 6 classes term 1 and two 2020

happy bones art



Jodi Collins

ahoy Creative Crew

@happybonesart misspopinjaycreations@gmail.com FB misspopinjay

From Jodi Collins 0274247277

To: The Raglan Old School Arts Centre

Quote Date: 7/8/19

Description	Qty	Rate	Amount
'Tamariki clay time' - Preschool and carers clay classes Term 1 & 2	3 hrs per workshop, 8 weeks per term x 2 Terms	\$25 per hr	\$1200
	Total		\$1200

08/08/2019

Re: Quote for clay class room hire 2020

We are pleased to offer our discounted community rate of \$30/part day (inc GST).

Days	Quantity	Unit Price	Subtotal
Mondays Term 1	8	\$30	\$240
Tuesdays Term 1	8	\$30	\$240
Thursdays Term 1	8	\$30	\$240
Mondays Term 2	8	\$30	\$240
Tuesdays Term 2	8	\$30	\$240
Thursdays Term 2	8	\$30	\$240
Total			\$1440 (inc GST)

Yours sincerely,

Shona Butchart
Clay Shed Administrator
shona@raglanartscentre.co.nz

Raglan Community Arts Council
Old School Arts Centre, Raglan 3265, New Zealand: Phone 07 825 0023



Quotation for After School Clay Classes

Date 07/08/2019

Karron Campbell, Tutor
 251a Cogswell Road,
 Raglan 3295

Workshop Tutoring

Kids

Class Time 8 classes 16 hrs at \$25 = 400.00

Prep & planning for 8 hrs at \$25 = 200.00
 8 classes

Youth

Class Time 8 classes 16 hrs at \$25 = 400.00

Prep & planning for 8 hrs at \$25 = 200.00
 8 classes

Total for two terms of \$2,400

Assistant/ Helping Hand koha

16 hours at \$10 per stream per term = 160.00

Times for 3 streams for 2 terms total of \$960.00

Jodi Prinz



Jodi Prinz

The Auckland-born artist studied media arts for six years in her hometown and Hamilton, and graduated BMA with honours before moving to Raglan in 2007.

The medium Jodi feels most at home in is painting, depicting femininity and playing with the contrasts of sexuality and innocence. She feels influenced by the pop art of the 1930s and many of her pictures contain decorative elements.

Jodi expresses her playful side by recycling children's toys into new artworks. Her latest project is a series of brooches.

Jodi has exhibited in Auckland, Hamilton and Raglan and is a member of the Ahoy Collective.

Karron Campbell

Raglan Clay Tutor



**Born in West Yorkshire, UK. Educated in the fine arts.
Teacher/Lecturer/ facilitator**

Karron works from her Gallery/studio 'The Creative Workshop' on Cogswell Road, which Karron and her daughter Rickie have developed in what was once, a pig shed on their bush clad property.

She came to live in New Zealand in 2008.

Her inspiration comes from all things living in the bush.

Creative Communities Scheme APPLICATION FORM

Funding for local arts projects *Ngā pūtea mō ngā toi te haukāinga*

Read the *Creative Communities Scheme Application Guide*

Before you prepare your application you need to read the *Creative Communities Scheme Application Guide*. This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Complete the *Creative Communities Scheme Application Form*

- Applications can only be submitted using this document (*Creative Communities Scheme*)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example: Type your answer here

- **IMPORTANT – DO NOT** edit any text outside of these boxes
- **If you are unable to type into the boxes provided please print a copy and complete by hand**
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

APPLICANT DETAILS

Name and contact details

Full name of applicant:	Te Kauwhata & Districts Information & Support Centre Incorporated		
Contact person	Lauren Hughes/Jo Mako		
Street address/PO Box:	1a Waerenga Road		
Suburb:		Town/City	Te Kauwhata
Postcode:	3710	Country:	New Zealand
Telephone (day):	021 222 5682 (Lauren) or 0274 717 623 (Jo)		
Email (must provide)	tk.disc@xtra.co.nz		

The Committee advises that you speak in support of your application at the CCS meeting? If you are unable to attend please advise the funding team at funding@waidc.govt.nz

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

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

PROJECT DETAILS

Toi Ako Te Kauwhata - Community Arts Programme T4 2019 & Term 1 2020

Project name:

Brief description of project:

With the support and encouragement of Lianne van den Bemd and Creative Communities Waikato we launched a pilot programme in 2019 to gauge the interest of our community in creative classes and events. This has been well received and we have now delivered eight successful workshops and events which you can read about at the end of this document. You can also follow our activities at <https://www.facebook.com/Toi-Ako-Te-Kauwhata-159343544999530/>

In this application we are seeking \$5,500 towards six months of activity structured around Term 4 2019 and Term 1 2020 (ending 9 April). This is an annual programme and we will apply again in February for assistance with the following six months.

Toi Ako is designed to bring the community together through creativity. We are seeking the creative, social and health outcomes that the arts brings to a community. We will be offering workshops for children and adults as well as free arts activities at community events.

Project location, timing and numbers

Venue and suburb or town:

Te Kauwhata

Start date:

27 September 2019

Finish date:

9 April 2020

Number of active participants:

200

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

<input type="checkbox"/> Literature	<input type="checkbox"/> Music	<input checked="" type="checkbox"/> Ngā toi Māori
<input type="checkbox"/> Pacific arts	<input type="checkbox"/> Multi-artform (including film)	<input type="checkbox"/> Theatre
<input checked="" type="checkbox"/> Visual arts		

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

<input checked="" type="checkbox"/> Creation only	<input type="checkbox"/> Presentation only (performance or concert)
<input type="checkbox"/> Creation and presentation	<input type="checkbox"/> Presentation only (exhibition)
<input type="checkbox"/> Workshop/wānanga	

Cultural tradition of your project (mark with an X, you can select multiple options)

European:	<input checked="" type="checkbox"/> Detail:	<input type="text"/>
Māori:	<input checked="" type="checkbox"/> Detail:	<input type="text" value="Raranga"/>
Pacific Island:	<input type="checkbox"/> Detail:	<input type="text"/>
Asian:	<input type="checkbox"/> Detail:	<input type="text"/>
Middle Eastern/Latin American/African:	<input type="checkbox"/> Detail:	<input type="text"/>
Other:	<input type="checkbox"/> Detail:	<input type="text"/>

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? **and**
The process/Te whakatutuki how will the project happen?

Over the next six months we will deliver the following activity:

Term 4: Held in various community venues
 Art in the Community A & P Show Photography and Still Life
 Children's Classes Term 4 - 5 week intro
 Club Activity
 Guest facilitated workshop 1 - Dying and weaving flax
 Guest facilitated workshop 2 - Raku Pottery

Term 1: Taking residency at St Margaret's Church Hall Basement
 Splash'n Dash workshops
 Children's Classes Term 1 - 10 week afterschool programme
 Open Studio Established times here artists can come and work in the new space. May start this off with a clay play programme
 Club activity
 Grand Opening of our new space
 Guest facilitated workshop 1
 Guest facilitated workshop 2

Please see attached document for further details. Establishing our own creative space in Te Kauwhata is also a big focu for us in the next 6 months. From a new home we hope to grow the capacity of the programme further.

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

The programme will be governed by the Te Kauwhata Community House Board and delivered by Programme Co-ordinator Lauren Hughes, with support from other staff as needed. Lauren's role is to develop and advertise programmes, manage registrations, liaise with guest tutors, facilitate inhouse workshops, source materials and generally manage all other aspects of the programme. Lauren will facilitate many of the inhouse workshops. Guest facilitators will be engaged for parts of the programme and include: Mal Cleaver, Wendy Katipo, David Kenney, Amy Budd, Wendy Walls and more

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

We meet the criteria of participation as our programme is designed to serve the whole community:

- Children, Adults and Seniors
- Inexperienced and experienced artists
- Those with the financial means to enrol in our guest facilitated workshops and those who will engage in our free programmes
- We also strive to be a connector and an enabler of creative experiences in the community, responding to individual queries and requests. Directing people to where they can find additional guidance and support.

4. The budget/Ngā pūtea

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

Are you GST registered?	Yes	<input checked="" type="checkbox"/>	Do NOT include GST in your budget
	No	<input type="checkbox"/>	Include GST in your budget

Project costs	Write down all the costs of your project and include the details, eg materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
Item <i>eg hall hire</i>	Detail <i>eg 3 days' hire at \$100 per day</i>	Amount <i>eg \$300</i>
Term 4 & 1 Budget	Please see attached for breakdown	15,732.80
Total Costs		15,732.80

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 <i>eg ticket sales</i>	Detail <i>eg 250 tickets at \$15 per ticket</i>	Amount <i>eg \$3,750</i>
Term 4 & 1	Please see attached for breakdown	8086.96
Total Income		\$ 8086.96
Costs less income	This is the maximum amount you can request from CCS	\$ 7645.84
Amount you are requesting from the Creative Communities Scheme		\$ 7,500.00

5. 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 programmes).

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)
02/10/2018	Toi Ako Te Kauwhata	\$5,500.00	No

Toi Ako Budget 27 Sept 2019 - 9 April 2020

Income		\$	Number	Total excl GST
Participant Fees - Children T4	\$5 per class x 5 classes	21.74	10.00	217.39
Participant Fees - Children T1	\$5 per class x 10 classes	43.48	10.00	434.78
Raku Pottery	\$55 pp	47.83	14.00	669.57
Raranga	\$15 pp	13.04	14.00	182.61
Glass Intensive	\$150 pp	156.52	12.00	1,878.26
Multimedia	\$50 pp	43.48	12.00	521.74
St Margarets Lease Sponsorship	\$100 pw x 13 weeks	100.00	13.00	1,300.00
Competition Prizes	Donated / Sponsored	300.00	1.00	300.00
Creative Communities		7,500.00	1.00	7,500.00
Other income - fundraising/koha/grant		1,800.00	1.00	1,800.00
TKCH Contribution		1,000.00	1.00	1,000.00
				15,586.96
Expenses				
Programme Manager	8 hours pw x 25 weeks @ \$25ph (a	25.00	200.00	5,000.00
Term 4 Venue Hire	24 hours x \$20	24.00	20.00	480.00
Venue Lease T1	\$200 pw x 13 weeks	200.00	13.00	2,600.00
Insurance	Liability and contents			0.00
Inhouse Workshop Materials		500.00	1.00	500.00
Exhibition Printing & Mounts	60 photos x \$8	7.00	80.00	560.00
Competition Prizes		300.00	1.00	300.00
Raku Pottery Quote	Tutor, materials, kiln, transport	1,632.80	1.00	1,632.80
Glass Intensive	\$500 plus \$300 x 10	3,500.00	1.00	3,500.00
Multimedia	\$70pp x 12	70.00	12.00	840.00
Raranga	\$40ph x 8	40.00	8.00	320.00
Promotional & Admin Expenses		0.00	1.00	0.00
Hospitality		0.00	1.00	0.00
				15,732.80

Other financial information

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

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

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.

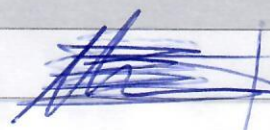
- ☒ I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programmes.
- ☒ I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.


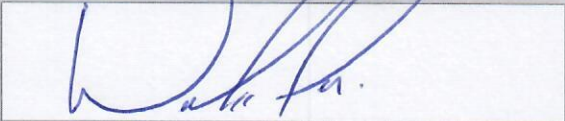
If this application is successful, I/we agree to:

- ☒ 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 (eg 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 brief details about the project may be released to the media or appear in publicity material.
 - ☒ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993

Name

STEPHEN NELSON

 Wendy Peach

(Print name of contact person/applicant)		(Print name of parent/guardian for applicants under 16 years of age)	
Signed:		Signed:	
(Applicant or arts organisation's contact person)		(Parent/guardians signature for applicants under 16 years of age)	
Date:	22/8/19.	Date:	22-8-19.

Before submitting your application, complete this checklist: *(mark with an X)*

- ☒ My project has an arts or creative cultural focus
- ☒ My project takes place in the local authority district that I am applying to
- ☒ I have answered all of the questions in this form
- ☒ I have provided quotes that match the amount being requested and other financial details
- ☒ I have provided other supporting documentation
- ☒ I have read and signed the declaration
- ☒ I have made a copy of this application for my records
- ☒ I have looked at the Creative Waikato ARTillery workshops

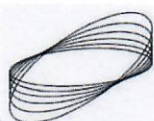
Please send application to: funding@waidc.govt.nz

Alternatively your application can be delivered to one of our Council offices found here www.waikatodistrictcouncil.govt.nz or to:

Lianne van den Bemd, Community Development Advisor, Private Bag 544
Ngaruawahia 3742.

If you have any further questions please contact funding@waidc.govt.nz

0800 492 452- Lianne van den Bemd or I-Jay Huirama.



Pottery with an Engineer
Raku with an Engineer

David Kenny trading as

Ukhamba.NZ

DATE 22 August 2019

Quote

20 Elmwood Crescent
Pukete, Hamilton
0226511495
Ukhamba.NZ@gmail.com

TO Lauren Hughes
Te Kauwhata community

Te Kauwhata, Waikato
artstekauwhata@gmail.com +64 21 222 5682

6 week Raku class proposal

The proposal is to teach how to make pieces suitable for Raku firing at the Te Kauwhata community centre. Four lessons on making and decorating/glazing pieces. The fourth and sixth lesson will be firing the Raku kiln on site. The kiln, sawdust, smoking containers and safety equipment provided. Assumes 4 kiln loads of work per firing. Assumes at least three people will help with setting up and running and packing up the kiln.

Unfinished work to be stored on site. Two loads of completed work to be taken by me to Waikato Society of potters (WSP) for biscuit firing and returned.

Labour/Equipment

Description	No.	Qty.	Rate	Amount
Class teaching	6	2 hrs	\$ 40.00	\$ 480.00
travel time to Site	6	1.25 hrs	\$ 23.00	\$ 172.50
travel Km to Site	6	90 Km	\$ 0.40	\$ 216.00
travel to WSP Km	2	16 Km	\$ 0.40	\$ 12.80
travel to WSP time	2	0.5 hrs	\$ 23.00	\$ 23.00
biscuit kiln loading	2	0.5	\$ 23.00	\$ 23.00
biscuit kiln hire (No.5)	2	1	\$ 38.00	\$ 76.00
Raku kiln hire & setup	2	1	\$ 160.00	\$ 320.00
Gas for Raku kiln	8	2 Kg/load	\$ 6.00	\$ 96.00
Total				\$ 1,419.30

Materials estimates

People 14

2 Kg Clay per person

Description	No.	Qty.	Rate	Amount
Glazes raw material (dry)	14	0.5 Kg	\$ 9.50	\$ 66.50
Clay WHITE RAKU, Feeneys	14	3 Kg	\$ 3.50	\$ 147.00
Total				\$ 213.50

Total \$ 1,632.80



P O Box 15-058, The Village, 17th Avenue West, Tauranga 3144

Ph: (07) 571.3726 Mbl: (021) 834 982

www.leadlightexpressions.co.nz leadlightexpressions@gmail.com

22nd August 2019

To: Te Kauwhata Community House
Te Kauwhata

Attn: Lauren Hughes

Hi Lauren

Thanks very much for the opportunity to quote for a stained glass workshop experience for your community.

QUOTE

For a minimum of 8 and maximum of 12 people, this weekend experience is to introduce people to the world of Stained Glass. At the end of the 2 days, they will each have learned how to cut shapes in glass and will have made a stained glass Light Catcher, a fused glass jewellery pendant and a fused glass coaster.

They will be able to take the light catcher and the pendant away with them at the end of the second day and we will courier the coasters to you after we have had time to fire them all in the kiln in Tauranga.

Day 1

8.00 - 10.30 Travel to Te Kauwhata and set-up

10.30 - 12.00pm Glass Cutting

Participants will learn how to handle and cut shapes in glass. We will supply all tools for use during the workshop and the glass. (Students will be able to purchase their own tools if they wish after the workshop)

12.00 - 12.45pm Lunch Break

12.45 - 5.00pm Glass Fusing

Participants will learn about the principals of fusing glass and how to make glass art by firing glass in a kiln. We will supply the tools required and the glass for each person to be able to cut and assemble 1 jewellery pendant and 1 Coaster.

5.00pm We will load the kiln for overnight firing of the pendants only, which will be available by mid morning of the second day, when we will glue on the jewellery fittings. These will then be set by the end of the day ready to take home

We will take the coasters away with us to fire in the big kiln in our studio and will courier them back to the Community Centre within a few days

Day 2

9.00 - 12.00pm

Stained glass workshop

Participants will learn how to use their new glass cutting skills to make a light catcher. We will provide the tools, patterns and a selection of glass to choose from. In this session they will select their pattern and glass and start cutting glass to the pattern.

12.00 - 12.45pm

Lunch Break

12.45 - 4.00pm

Complete cutting the glass, edge, foil, solder, patina and polish the stained glass piece so it is ready to take home and hang.

4.00

Pack up and return to Tauranga.

Days and dates to be arranged.

Price:

\$300 per person including use of tools and all materials, plus \$500 for our expenses including travel, accommodation and meals. Prices include GST.

Please note:

Prices do not include catering for participants for morning tea, lunch or afternoon tea.

Best regards

Lynn & Steve Sinclair
Leadlight Expressions

TeKauwhata DISC

From: "TeKauwhata DISC" <tk.disc@xtra.co.nz>
Date: Friday, 23 August 2019 9:23 AM
To: "Te Kauwhata DISC" <tk.disc@xtra.co.nz>
Subject: Fw: Fwd: Group Art Classes in Te Kauwhata

----- Forwarded message -----

From: **Wendy Walls** <wendy@wendywallsartist.com>
Date: Wed, 21 Aug 2019 at 16:20
Subject: Re: Group Art Classes in Te Kauwhata
To: Lauren Hughes <artstekauwhata@gmail.com>

I charge \$70 per person ,minimum of 10 people.The xtra costs are because I provide all the canvases and paint etc. An apron is all that is required. I would have accomodation arranged. Thanks wendy

On Sun, Aug 18, 2019 at 8:35 AM Lauren Hughes <artstekauwhata@gmail.com> wrote:
Hi Wendy

Yes I have known and worked with Penny over the years. She's fab isn't she?

I am meeting our Creative Cpmunities advisor tomorrow as the applications close on Friday so if there was to be a possibility of working together in 2020 could you please give me a ballpark price? We generally budget \$40ph for tutors plus materials but out of town guests like yourself often command additional costs which we need to budget for early.

Thanks

Lauren

On Fri, Aug 16, 2019 at 9:25 AM Wendy Walls <wendy@wendywallsartist.com> wrote:

Lovely to hear from you Lauren. Are you a friend of Penny Ashtons ? I have done my travelling workshop for the year as i have several art and non art projects right until the end of the year. But please contact me about late January and when i am making up my travelling schedule for 2010..

regards wendy

On Mon, Aug 12, 2019 at 11:41 AM Lauren Hughes <artstekauwhata@gmail.com> wrote:
Hi Wendy

The Gordon Harris website suggested that you live between Whitianga and Patumahoe. I am not sure if that is still the case but if so you must pass fairly close to Te Kauwhata on a regular basis.

I organise community creative classes on behalf of our Community House and I am on the look out for someone to teach a mixed media class like your two day introductory weekend course. I can provide a venue, over night accommodation if needed and co-ordinate attendance. Would you consider teaching in Te Kauwhata?

Kind regards

Lauren Hughes
021 222 5682

--

Wendy Walls
artist, art workshops

www.wendywallsartist.com

ph 07 869 5525
mb 0210 858 9708

[24 Coghill Street Whitianga](#)

--

Wendy Walls
artist, art workshops

www.wendywallsartist.com

ph 07 869 5525
mb 0210 858 9708

24 Coghill Street Whitianga



**Toi Ako
Te Kauwhata**

We are a community arts initiative driven by the Te Kauwhata Community House to bring people together through creativity.

We offer classes, workshops and events for all ages and abilities.

Application to Creative Communities August 2019

Background

With the support and encouragement of Lianne van den Bemd and Creative Communities Waikato we launched a pilot programme in 2019 to gauge the interest of our community in creative classes and events. This has been well received and we have now delivered eight successful workshops and events which you can read about at the end of this document. We have enclosed photographs and feedback from participants. You can also follow our activities at <https://www.facebook.com/Toi-Ako-Te-Kauwhata-159343544999530/>

Application

In this application we are seeking \$5,500 towards six months of activity structured around Term 4 2019 and Term 1 2020 (ending 9 April). This is an annual programme and we will apply again in February for assistance with the following six months.

The programme will be governed by the Te Kauwhata Community House Board and delivered by Programme Co-ordinator Lauren Hughes, with support from other staff as needed.

Lauren's role is to develop and advertise programmes, manage registrations, liaise with guest tutors, facilitate inhouse workshops, source materials and generally manage all other aspects of the programme.

A home for us

To date we have held our events in a variety of spaces including the TK Bowling Club, St Margaret's Church Hall, RSA Hall, TK Scout Den and Meremere Hall. While it has been lovely to work cross the whole community our lack of a permanent home limits what we can offer, puts work in jeopardy when we have to move it before it is dry/set, and adds additional hours to our team who have to manage the endless packing and transporting of materials. It is also hard to manage our growing assets of equipment and materials when they are stored in multiple places.

To solve these problems we have approached St Margaret's Church, located right next door to the Community House, to lease us their basement for a one year trial from Term 1 2020. This gives them time to fit out a bathroom and work sink for us, and allows us time to source additional funding to cover the lease and extra wages to maximise community access to the space.

At the time of this application the Vestry Committee have agreed in principal to our proposal that they sponsor 50% of the year's lease and we contribute \$5,500 including utility costs. We are still in discussions around some of the finer logistics and conditions of the partnership at the time of this application but can forward a copy of the partnership agreement once it is signed. For the purpose of this application we have assumed the bulk of our Term 4 activity will still be held in various venues but our Term 1 activity will be in our new home.

Please note that the Meremere Hall Committee kindly provide the hall free of charge when we take workshops there as they support our kaupapa and support creative opportunities in their community.

Programme

Over the next six months we will deliver the following activity:

Programme	Term 1	Term 2
Art in the Community	A & P Show Photography and Still Life	Splash'n Dash workshops
Children's Programme	5 week after school programme	10 week afterschool programme
Open Studio	N/A	Established times here artists can come and work in the new space. May start this off with a clay play programme
Club activity	Our Knit and Natter social group continues Engaging with the TK Photography Club through the A&P Project	Test interest in a music focussed group Test interest in a literature focussed group
Grand Opening	N/A	Blessing our new home. Welcome the community in.
Guest facilitated workshop 1	Dying and weaving flax with Wendy Katipo	Glass Cutting Fusing and Leadlight with Leadlight Expressions
Guest facilitated workshop 2	Raku Pottery with David Kenney	Multimedia with Wendy Walls or Macrame Wall Hangings with Amy Budd Or Or Garden mosaics with Mal Cleaver

Art in the Community

Once a term we will deliver a free creative workshop within another well established community event. This is designed to encourage people who might not otherwise attend one of our events to give it a go.

Term 4: A & P Show Photography & Still Life Programme

The Te Kauwhata A & P Show is a well established event in our community calendar. It attracts competitors from around the country and many local spectators. The A & P Show Committee already run produce and bakig competitions which are displayed in the Rugby Club at the event. We will share that space and offer the following: Photography Competition – we will run this in partnership with Alfred Rico of the Te Kauwhata Photography Club. We will call for entries prior to the A & P Show so that they can be exhibited at the event.

Photography Challenge – we will invite people to take photos on the day at the A & P show and submit them to us by email under three categories; Animal Portrait, Action Shot, Our Community. We will exhibit these winner online after the event and submit them to The Chatta newspaper.

Still Life Sketching – for those without a camera we will set up an A & P inspired still life display at the event and provide resources for children to sketch what they see.

Term 1: Splash'n Dash Te Kauwhata's Children's Day Celebration

We will offer kids creative opportunities in tents on the field of the domain as we did in 2019. This year we offered fabric and rock painting and weaving harakeke. We will develop a new programme for 2020 suited to the environment. Children are often wet. They come and go from the space throughout the day. Some take their work home with them but others leave it with us. We have no access to running water at the stand. Options under consideration clay masks, flax and beaded bracelets, bucket drumming.

Children's Programme

Once we are in our new home we will establish a weekly after school creative class exploring a variety of different media. Our Programme Manager Lauren Hughes will teach these classes, occasionally drawing on guests from the community with specific expertise.

In term 4 we will run a five week taster programme which will include the creation of decoration for a Toi Ako tree or two at the St Margaret's community Christmas tree display.

Open Studio

Once we are in new home we will establish some regular open hours where local artists can come and create. We will semi-programme these to get them established so people have a reason to come in. We are likely to start with a clay play series building on the interest already established after the two raku classes.

Club Activity

We continue to liaise with other creative clubs in the area and will invite them to make use of our space. We have now established a regular Knit and Natter group and will work with the Photography Club in Term 4. In Term 1 we will explore potential to work with musicians and writers in the community. We are also keen to maintain a presence in the Meremere community and will work with their school holiday programme to offer a workshop.

Grand Opening

There will be a Community Open day to bless and launch our new home in Term 1. We will provide an opportunity for guests to create something to help decorate our space.

Guest Facilitated Workshops

We will deliver a minimum of two workshops per term facilitated by guest artists. We will confirm exactly which classes are offered depending on tutor availability and budget. If there is not sufficient interest to run an advertised class we will cancel it and schedule a different option. These classes are currently under discussion and quotes have been included for the programmes requiring the greatest investment – Raku Potter and Glass Cutting, Fusing and Leadlight.

Raku Pottery

This is a repeat of the very popular class we held earlier this year. This will be a 6 week evening class including 2 kiln night. Taught by David Kenney of Ukhamba the class will learn:

- How to work with clay to make a pinch pot, a slab pot and their own creations
- How to glaze their creations
- The raku kiln process

All equipment and materials are provided. David also fires the work in the bisque kilns at Waikato Society of Potters in between classes for us.

Glass Cutting, Fusing and Leadlight

We have received a lot of interest in glass work and struggled to find a local tutor who is interested and available. Tauranga based [Leadlight Expressions](#) are willing to travel here and deliver a weekend intensive as detailed below. As regular travel from Tauranga is not practical they will combine three of their regular workshops into a huge programme enabling students to learn how to cut, fuse and create leadlight art. The glasses are all inclusive of materials and kiln time so incur a high cost of \$300 per person. Students will gain a unique experience and take home a jewellery pendant, glass coaster and polished stain glass piece so there is high value in the workshop though we will try to partly subsidise it in budget allows.

Day 1

8.00 -10.30	Travel to Te Kauwhata and set-up
10.30 - 12.00pm	Glass Cutting - we would supply all tools for use during the workshop and the glass. (students would be able to purchase their own if they wish after the workshop)
12.00 - 12.45pm	Lunch BYO
12.45 - 5.00pm	Glass Fusing - <u>All inclusive</u> . Cut and assemble fused glass pieces. An idea for this would be 1 pendant each and 1 coaster. Load the kiln for one overnight firing.

Depending on numbers we would only be able to do one firing as they run for 6 hours and then the kiln needs to cool, so overnight is best. (would do the jewellery which they would get the following morning) so would need to take away the coasters to fire the following night/s and courier back to you. We would glue on the jewellery fittings in the morning so that they would be set by the end of the day to take home. Fusible Glass would be included in this and each student will get a pack to work with.

Day 2

9.00 - 12.00pm	Stained glass workshop - <u>All inclusive</u> . Select pattern and glass. Commence cutting of pattern.
12.00 - 12.45pm	Lunch BYO
12.45 - 4.00pm	Complete cutting, edge, foil, solder, patina and polish stained glass piece so it is ready to take home and hang.
4.00	pack up and return to Tauranga.

Mixed Media with [Wendy Walls](#)

Wendy is currently based on the Coromandel but frequently travels to family in Franklin. As such she is willing to teach a workshop en route for us in TK. Wendy is generously offering her [Give It A Go](#) class for just \$70 pp (normally \$115) including all materials. In the class she students will explore:

- Acrylic paint
- Gels
- Hard bodied paints
- Metallic and reflective paints
- Collage

Raranga - Dying and weaving flax

Wendy Katipo will run a two day weekend workshop teaching:

- The tikanga around harvesting and working with flax
- How to prepare flax including a hands on dying process
- How to weave a basic kete

Garden Mosaics with Mal Cleaver

Building on our Introduction to Mosaics this year Mal will offer a class focussed on shaped mosaic birds for your garden. We are developing our team of mosaic artists in the village as we hope to create a community sculpture later in the year. Mal is currently researching and costing up this project which we will include in a later programme.

Macrame Wall Hanging with Amy Budd

Extending on the work we did in our plant pot class tutor Amy Budd would teach a weekend wall hanging class.

People

Lauren Hughes – Programme Co-ordinator

Lauren has been a resident of Te Kauwhata for 13 years. During that time Lauren has been deeply involved with education in the community. She is a Life Member of Te Kauwhata Playcentre and current Chair of Te Kauwhata Primary School Board of Trustees. Lauren's professional background is in Arts and Events Management. She was the founding Producer and General Manager for Red Leap Theatre, producer of the PANNZ NZ Performing Arts Market and Creative Programmes Manager for THE EDGE (now Auckland Live). Lauren is currently working outside the creative sector as the National Development Manager for the Career Development Association 20 hours a week. She maintains her connection to the arts through contract work and as a Trustee of Creative Waikato.

Tutors we work with:

Amy Budd	Macrame
Mal Cleaver	Mosaics / Fibre Art
Judy Garrick	Acrylic Pouring
Wendy Katipo	Raranga
David Kenney, Ukhamba	Raku Pottery
Rosalie Klaus	Knitting / Crochet
Steve and Lynn Sinclair, Leadlight Express	Glasswork
Melysa Tapiata	Maori Contemporary Arts / Meremere resident
Elena Tolochko	Beading
Wendy Walls	Mixed Media

Participation - We meet the criteria of participation as our programme is designed to serve the whole community:

- Children, Adults and Seniors
- Inexperienced and experienced artists
- Those with financial means to enrol in some of our guest facilitated workshops and those who will engage in our free programmes
- We also strive to be a connector and an enabler of creative experiences in the community, responding to individual queries and requests. Directing people to where they can find additional guidance and support.

At present our programme is primarily focussed on workshops and learning but as we grow in capacity we hope to expand our presentation and exhibition presence in the community.

We estimate approximately 200 people will participate in our programmes each term.

Diversity - While we do not excel at Diversity we aim to be responsive to our community. We attract a wide diversity of participants as you will see in the following photographs. We include raranga in our programme already and hope to expand opportunities for Toi Maori and other cultural arts practices as we grow.

Young People – We have a programme specifically for children and also make our workshop programmes child friendly wherever possible. We have also had some 12-14 year olds attend workshops with their parents but we are yet to fully engage with youth 14-18 years.

Splash'n Dash – Free Creative Expression for Kids

We officially launched Toi Ako at our annual free Children's Day event. We ran three free tents where anyone could try fabric painting, rock painting and flax weaving. We also used the opportunity to talk with the community and gather contact details. Over 600 people attended Splash'n Dash and based on the materials used we estimate 100-120 people, mostly children, came and created with us.

Thanks to our volunteer tutors assisting on the day - Wendy Katipo, Melysa Tapiata and Sandra Pace

Next steps –

- Continue to offer opportunities for people to encounter opportunities for creative expression in the community. Partner other local events throughout the year.
- Work with the TK Photography Club to capture our great community events. Work towards an exhibition.



Flax Raranga

We held an introductory session followed by a 10 classes on a Tuesday morning led by local Wendy Katipo. Classes covered tikanga around harvesting and working with flax, weaving whaariki (mats), kete (bags), waikawa (storage bags), putiputi (flowers) and bracelets. A core group of four attended every week with an additional six coming casually.

Next steps:

- Weekend class for those who cannot attend during the day
- Flax dying workshop
- Incorporate weaving into our Children's programme
- Gauge interest in regular open studio for weavers in the community
- Purchase instructive books for the community to use in class



What did you enjoy about the programme?

Flax weaving was very enjoyable. Wendy was very knowledgeable and I have gained new skills under her hands on guidance. I can't wait to collect my kaimoana this year in my waikawa!— Alice

Really appreciate our learning, knowing how to mahi kete, using harakeke for floral arrangements n many other items. Thank you once again. All the best, arohanui – Maria

Huge thanks to Wendy for her fastidious preparation for before class and incredible patience in class. It was such a treat to work with coloured flax and to have the ten weeks to really bed in our learning. I have the greatest respect for master weavers. This is hard!

Would you recommend it to others? – Yes absolutely (100% of respondents)



Kowhaiwhai Painting

Meremere local Melysa Tapiata taught this workshop. Our goal was to create kowhaiwhai inspired panels that Melysa can incorporate into an installation somewhere in Meremere. The workshop was held in the school holidays and widely promoted through the school, social media, community committee and youth group. A small but enthusiastic group of 12 attended.

Next step

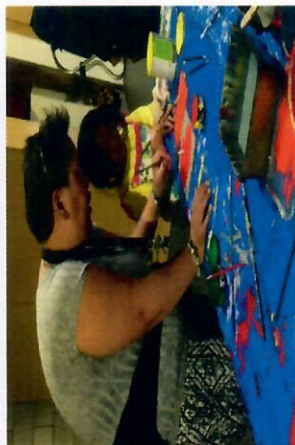
- Continue conversations with Melysa and the Community Committee towards completing and installing the work
- Supporting Melysa pursue other mural projects in the community. She is discussing the water tower and bus stop with the committee.
- We have offered to run another creative workshop of some time for the Meremere School Holiday Programme.



What did you enjoy about this workshop?

Thanks Melysa and Lauren my grand girls had a blessing day getting into the artwork and having fun was such a beautiful artful day there were some fabulous designs being done today big thumbs up too everyone – Cece

Had an AWESOME day at Meremere today with Melysa Tapiata and co ordinator Lauren Hughes. Creating fabulous kowhaiwhai panels for their Community.....Thanks for the invitation.....Meremere is going to look really colourful. thanks to all of the mums and children who attended and tautoko/supported the day. – Charlotte



Raku Pottery

This six week programme ran from 7pm to 9pm on Thursday nights. The 4th and 6th week were kiln nights. We accepted 14 people and had a considerable wait list. We invited the public to view the kiln nights and the local photography group to take photos. While fire engineer David Kenney was with us he also demonstrated his Ruben's Tube to our local Scout Troop.



Toi Ako
Te Kauwhata

After the programme ended we gave those who attended an opportunity to visit Waikato Society of Potters to see the facility and try working on a wheel.

Next steps:

- We have strong demand to run this programme again
- Incorporate clay into our children's programme
- A community member has offered us a potters wheel if and when we have a building to house it
- Gauge interest in a regular clay open studio if and when we have a building to house it.



What did you enjoy about this workshop?

Everything. Very friendly group. – Janet

It was great to try something completely different. Was great to be local. I loved it! – Sherie

Good fun and very friendly people. Learnt a lot and would love to carry on. – Val

Variety of techniques, great group of ladies. Hands on. Excellent value. – Trudy

All aspects were enjoyable. Glazing and firing were highlights – Jo W

Friendly group of people with similar interests – Anne

Would you recommend it to others? – Yes absolutely (100% of respondents)



Arcylic Pouring

Our first workshop sold out in minutes and the second was also extremely popular, particularly with moti children. Local artist Judy Garrick taught the class. Judy demonstrated three different techniques and even an opportunity to create two pieces of their own art to take home.

Next steps:

- Use basic technique in a Christmas decoration workshop
- Explore options for a masterclass in resin with Judy



What did you enjoy about this workshop?

Everything, great bonding opportunity - Nicole

Being creative and messy without there being a "right" or "wrong". Thanks heaps Judy and Lauren. Fabulous way to spend a Sunday afternoon. – Jackie

Great workshop. I'd love to bring my step daughter along if it ran again – Rhiannon

We had heaps of fun. Taylor's so proud of her creations, can't wait to try some more. – Kelsey

Thank you Lauren and Judy. It was a fabulous workshop. It is definitely addictive. Kids cannot wait to experiment at home. - Margot

Would you recommend it to others? – Yes absolutely (100% of respondents)



Introduction to Mosaics



Toi Ako
Te Kauwhata

Our June class sold out in minutes so we added a July class which also sold out fast. Both classes were ably led by local artist Mal Cleaver. Both classes attracted a mix of adults and children. The first class was a little short of time and we ended up grouting at the Community House the following week.

All the work was completed on time in July which we suspect is a result of having many tiles already pre-cut from the June workshop.

Next steps:

- There has been a request for a garden art workshop focussing on mosaic birds
- Incorporate mosaics into our kids programme – possibly on stones
- Develop and seek funding for Mal's idea for a mosaic installation in TK such as a seat. Invite schools and ECE groups to contribute as well as public individuals.



What did you enjoy about this workshop?

Learning a new craft - Wendy

Making what I made. Lauren is a pleasure to deal with. Mel is a great teacher. - Lisa

All of it! - Val

Learning something new. Meeting new people.

Learning something new together with Aria - Nicole

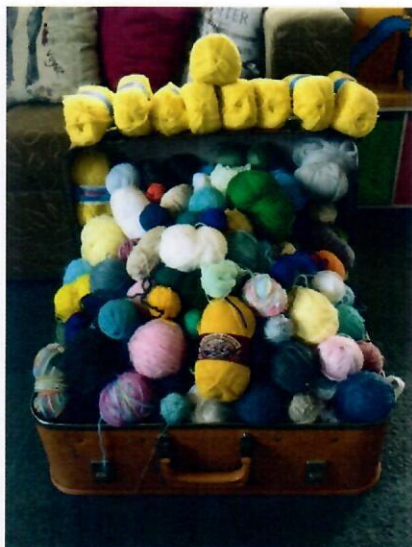
Everything was catered for, all resources and everything we needed. Great examples to follow as well. Great for beginners. – Curtis-Apell Family

Thoroughly enjoyable and relaxing – Karen

Would you recommend it to others? – Yes absolutely (100% of respondents)



Knitting Programme



We ran three related knitting initiatives:

Knit for Middlemore – we called the community to rally around this cause and were overwhelmed with interest. Several community members donated wool which we made available, along with patterns and guidance to any interested knitters. Over a two month period we received bags of garments knitted for Middlemore. While many donations came from avid knitters there were also some first time knitters and some people who haven't knitted in years who were proud to contribute.

Kids Knit was a four week programme for children to learn to knit a peggy square and then make a soft toy for themselves. Seven children enrolled for all four weeks and five children came casually. Two adult knitters Rosalie Klaus and Mal Cleaver led the programme and were very responsive to the children's interests. One child was assisted to adapt her peggy square to a hat as a gift for her school teacher's new baby.

For most children the act of knitting was their achievement. They all improved enormously over the four weeks and several commented on how it made them feel calm and relaxed.

Not all children completed their toy as they didn't knit in between classes but they were encouraged to contact us if and when they want assistance completing their project.

She's loving it and still knitting tonight! – Stella's mum

Knit and Natter – This social group was established for anyone who knits, crochets or embroiders so that they can meet new people, share ideas and craft in good company. This fledgling group has a core of 3-4 regulars and several casual members and remains ongoing.



Next steps:

- Continue Knit and Natter
- Continue community wool donations
- Gauge interest in children's Crochet class
- Support community ANZAC poppies and explore other opportunities in our community.

Macrame Workshop – Plant Hanger

This was a 3 hour workshop taught by Amy Budd on 18/8/2019. It was attended by two 12 year olds and six adults. The class was well received and everyone who participated completed their project.

Next steps

- Incorporate macrame in to kids programme – possibly using drift wood
- A wall hanging class for adults
- Possibly a jewellery and accessories class for all ages



What did you enjoy about this workshop?

Fun, organised and learnt a new skill/craft

Company and satisfaction of making something new

Easy, simple, tidy and love my hanger. 10/10

A new skill! It was excellent – Julie

Using knots in a different way – Finn

Was all fun. Tutor was lovely

Great knowledgeable tutor. Simply easy to achieve

Would you recommend this class to others? – Yes (100% of respondents)



Class plan and examples of tutor Amy Budd's work shared at the class

Creative Communities Scheme

APPLICATION FORM

Funding for local arts projects

Ngā pūtea mō ngā toi te haukāinga

Read the *Creative Communities Scheme Application Guide*

Before you prepare your application you need to read the *Creative Communities Scheme Application Guide*. This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Complete the *Creative Communities Scheme Application Form*

- Applications can only be submitted using this document (*Creative Communities Scheme*)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example:

- **IMPORTANT – DO NOT edit any text outside of these boxes**
- **If you are unable to type into the boxes provided please print a copy and complete by hand**
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

APPLICANT DETAILS

Name and contact details

Full name of applicant:	<input style="width: 95%;" type="text" value="Ruth Hare"/>		
Contact person	<input style="width: 95%;" type="text" value="Ruth Hare"/>		
Street address/PO Box:	<input style="width: 95%;" type="text" value="PO Box 179"/>		
Suburb:	<input style="width: 150px;" type="text"/>	Town/City	<input style="width: 150px;" type="text" value="Raglan"/>
Postcode:	<input style="width: 150px;" type="text" value="3297"/>	Country:	<input style="width: 150px;" type="text" value="New Zealand"/>
Telephone (day):	<input style="width: 95%;" type="text" value="02102365605"/>		
Email (must provide)	<input style="width: 95%;" type="text" value="raglantheatreacademy@gmail.com"/>		

The Committee advises that you speak in support of your application at the CCS meeting? If you are unable to attend please advise the funding team at funding@waidec.govt.nz

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

<input type="checkbox"/> Council website	<input type="checkbox"/>	<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 detail)	<input style="width: 95%;" type="text" value="originally it was from Raglan Old School Arts Centre"/>	

PROJECT DETAILS

Project name:

Youth Theatrical Production

Brief description of project:

In this project, 76 Raglan youth from 6-16 years of age partake in creating, rehearsing and mounting a full-scale theatre production for the Raglan community. This project begins from the creation of the piece, to it being fully realised into a large-scale production for a live audience. The children and teenagers contribute to the creation and performance process. The young participants all gain experience in the arts, collaborate with other learners, as well as gaining personal growth and life skills. This is a unique experience for Raglan and benefits not only the youth performers but the community who come to enjoy the experience that is live theatre.

Project location, timing and numbers

Venue and suburb or town:

Raglan Town Hall

Start date:

October 2019

Finish date:

2nd December 2019

Number of active participants:

80

Number of viewers/audience members:

600

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

<input type="checkbox"/> Literature	<input type="checkbox"/> Music	<input type="checkbox"/> Ngā toi Māori
<input type="checkbox"/> Pacific arts	<input type="checkbox"/> Multi-artform (including film)	<input checked="" type="checkbox"/> Theatre
<input type="checkbox"/> Visual arts		

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

<input type="checkbox"/> Creation only	<input type="checkbox"/> Presentation only (performance or concert)
<input checked="" type="checkbox"/> Creation and presentation	<input type="checkbox"/> Presentation only (exhibition)
<input type="checkbox"/> Workshop/wānanga	

Cultural tradition of your project (mark with an X, you can select multiple options)

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

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? and The process/Te whakatutuki how will the project happen?

The Idea....

Our Raglan youth is growing however there is not many things for our youth to take part in. Performing Arts is a way to engage children in a positive manner which encourages personal growth and essential life skills. Our Raglan community are very supportive of the arts and it gives this little community; both young and old, a chance to experience live theatre in which they may not otherwise be able to view.

With a large youth group who are willing to be part of the Youth Theatrical Production project will choose a known story and adapt to story to suit our Raglan young people. Rehearsals will take place in which the students prepare to performance level. We will ask local art contributors to assist in costume & prop and set design. The whole group will work together to realise the idea into a full-scale production. Funding is needed to assist in the costs to get such an ambitious project off the ground.

The Process....

Begin brainstorm of creation Jan-Sep 2019.
 Begin project and rehearse students Oct 2019.
 Rehearsal into production stage Nov 2019.
 Production weekend 30th November - 1st December 2019.

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

Key People:

Ruth Hare: Creator, Director, Producer, Choreography, stage manager of project.

Madeline Alexander: Costume & prop facilitator, designer, creator of project.

Emilie Mellor: Set Design & creation.

Young People Group:

76 children from 6-16 who are interested in performing arts.

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

Young People:

The target age group is from 6-16 year olds.

The young people will gain the following:

- opportunity to work with local artists
- have something constructive to do with their time
- learn to work on something as a team and realise it into fruition
- gain experience in acting & performing
- gain experience backstage or in costume/prop making
- gain confidence in themselves
- learn how to work as a team

This project is unique in the fact that this is the only opportunity that young people in Raglan have to perform in a full-scale theatrical production. It is a sought-after experience for our Raglan youth and the young performers relish the opportunity as much as the community members who experience watching the show as audience members. The show is created so that it can be loved and enjoyed from young to old, and to appeal to a wide range of the public.

4. 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, eg materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
Item eg hall hire	Detail eg 3 days' hire at \$100 per day	Amount eg \$300
Hall Hire	3 weekends hall hire at \$130 per day	\$390.00
Costume & prop creation	76 costumes x \$40 each and \$400 for prop creation	\$3440.00
Set Design & creation	Set design, labour and creation. 40 hours x \$30	1200.00
Direction/producer/manager	80 hours @ \$30 per hour	2400.00
Lighting & sound	Lighting & sound hire & operation	3826.30
Total Costs		11256.30

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 eg ticket sales	Detail eg 250 tickets at \$15 per ticket	Amount eg \$3,750
600	600 tickets at \$10 per ticket	6000.00
Total Income		\$ 6000.00
Costs less income	This is the maximum amount you can request from CCS	\$ 5256.30
Amount you are requesting from the Creative Communities Scheme		\$ 5256.30

5. 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 programmes).

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)
2017	Theatre production	\$3500.00	yes
9th Aug 2016	Theatre production	2500.00	yes

Other financial information

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

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

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 (eg 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 brief details about the project may be released to the media or appear in publicity material.
 - ☒ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993

Name

Ruth Hare

(Print name of contact person/applicant)		(Print name of parent/guardian for applicants under 16 years of age)	
Signed:	Ruth Hare	Signed:	
(Applicant or arts organisation's contact person)		(Parent/guardians signature for applicants under 16 years of age)	
Date:	23/09/2020	Date:	

Before submitting your application, complete this checklist: *(mark with an X)*

<input checked="" type="checkbox"/>	My project has an arts or creative cultural focus
<input checked="" type="checkbox"/>	My project takes place in the local authority district that I am applying to
<input checked="" type="checkbox"/>	I have answered all of the questions in this form
<input checked="" type="checkbox"/>	I have provided quotes that match the amount being requested and other financial details
<input checked="" type="checkbox"/>	I have provided other supporting documentation
<input checked="" type="checkbox"/>	I have read and signed the declaration
<input checked="" type="checkbox"/>	I have made a copy of this application for my records
<input checked="" type="checkbox"/>	I have looked at the Creative Waikato ARTillery workshops

Please send application to: funding@waidc.govt.nz

Alternatively your application can be delivered to one of our Council offices found here. www.waikatodistrictcouncil.govt.nz or to:

Lianne van den Bemd, Community Development Advisor, Private Bag 544
Ngaruawahia 3742.

If you have any further questions please contact funding@waidc.govt.nz

0800 492 452- Lianne van den Bemd or I-Jay Huirama.

14th August 2019

Quotation

To:
Raglan Theatre Academy

From:
Ruth Hare

To Whom It May Concern:

Please find below the invoice for the following services;

Directing, producing, choreographing, and adaptation & dramatisation of script for Raglan Theatre Academy's Youth Theatrical Project.

Total hours: 80 hours

80 hours x \$30 per hour =
Total: \$2400

Warm regards,
Ruth Hare
Teacher & Director
02102365605

eventtechnique

Audio-Lighting-Stage-Special effects-Technical Support

QUOTATION-HIRE

Date	QUOTATION #
11/02/2019	893

Name / Address
RAGLAN THEATRE ACADEMY RAGLAN

Event Technique Limited
PO BOX 15343 Dinsdale Hamilton 3243 (07) 210-2020

Event/Reference			
Qty	Description	Rate	Total
	2019 28TH NOV- 1ST DECEMBER		
	LIGHTING		
1	ANTARI Z1200 SMOKE MACHINE	30.00	30.00
14	LED PAR64 HIGH POWER CAN-18 X 3W	15.00	210.00
1	LSC MANTRA LITE	40.00	40.00
	120ST FOLLOW SPOT LED	100.00	100.00
2	JBL PRX612M POWERED LOUDSPEAKER 1000WATT	50.00	100.00
15	SENHIESER H/H & RECIEVER	45.00	675.00
1	SOUNDCRAFT DIGITAL CONSOLE SI EXPRESSION 1. 16/8 CHANNEL	85.00	85.00
	System subtotal		1,240.00
1	PANASONIC 5500 LUMEN PROJECTOR WITH VGA AND HDMI INPUTS. 1024X768	200.00	200.00
3	SUBSEQUENT DAYS	450.00	1,350.00
	DISCOUNT	-30.00%	-405.00
66	EQUIPMENT DELIVERY TO RAGLAN	0.60	39.60
10	TECHNICIAN LABOUR PER HOUR FRIDAY	57.50	575.00
66	TRANSPORT SATURDAY	0.60	39.60
8	TECHNICIAN LABOUR PER HOUR SATURDAY	57.50	460.00

SUBTOTAL

Tax Total

Total

Payment terms for this Quote

This quote is valid for the period of 7 days from the date printed. All goods remain the property of Event Technique until paid in full. Late payment voids any discounts applied. Collection costs of overdue accounts will be charged to the account holder.

Interest at the rate of 3% per month may be added to overdue accounts. Event Techniques terms and condions of trade apply.

eventtechnique

Audio-Lighting-Stage-Special effects-Technical Support

QUOTATION-HIRE

Date	QUOTATION #
11/02/2019	893

Name / Address
RAGLAN THEATRE ACADEMY RAGLAN

Event Technique Limited
PO BOX 15343 Dinsdale Hamilton 3243 (07) 210-2020

Event/Reference			
Qty	Description	Rate	Total
66	EQUIPMENT COLLECTION FROM RAGLAN	0.60	39.60
5	TECHNICIAN LABOUR PER HOUR SUNDAY	57.50	287.50

This quote is valid for the period of 7 days from the date printed. All goods remain the property of Event Technique until paid in full. Late payment voids any discounts applied. Collection costs of overdue accounts will be charged to the account holder.

Interest at the rate of 3% per month may be added to overdue accounts. Event Techniques terms and conditions of trade apply.

SUBTOTAL	\$3,327.21
Tax Total	\$499.09
Total	\$3,826.30
Payment terms for this Quote	

3rd August 2019

Set Design & Construction Quotation

To

Raglan Theatre
Academy

For:

Theatre Academy
production 30th Nov-
1st December

Quantity	Description	Unit Price	Total
1	Materials, construction & design of set for Youth theatre production	40 x \$30	\$1200.00
Total Due			\$1200

Due upon receipt

Thank you for your business!

Emilie Mellor – Freelance Scenic Artist

Ph: 027 213 3288

Email: emilieemellor@gmail.com

QUOTATION

DATE

29th July 2019

MADSTAR MONSTER

Madeline Alexander

Ph: 021 110 0557

Email:

Maddie@webconception.co.nz

TO

RAGLAN THEATRE ACADEMY

DUE ON RECEIPT

**Fabric, Sewing thread, design and work for costume
@ \$40 per costume**

\$3,040

76 costumes x \$40 = \$3,040

Creation of hand props for actors

\$400

Total

3,440

Account Number	207597
Invoice Number	45031
Invoice Date	25 January 2019
Customer Ref:	
Staff Ref:	Customer Delivery

Attention Ruth Hare

Details	Qty	Exc Amt	GST	Inc Amt
Hire of Raglan Town Hall 16 & 17 November 2019	1.00	\$113.04	\$16.96	\$130.00
Totals		\$113.04	\$16.96	\$130.00

INVOICE AMOUNT DUE IN FULL BY 08 FEBRUARY 2019

See over for Terms & Conditions

Payments may be made by Direct Credit to Waikato District Council's bank account.

Please select the 'Debtor' type payment option and use your Account number as reference

02-0316-0246517-00

REMITTANCE ADVICE

Please post to

Waikato District Council
Private Bag 544
Ngaruawahia, 3742

Raglan Theatre Academy

Account Number	207597
Invoice Number	45031
Invoice Date	25 January 2019
Amount Due	\$130.00



WDCACDEB0004517000013000

Payment Options

Unless otherwise agreed, this invoice shall be paid to Waikato District Council at its address on or before the date stated on the invoice. Payment will not be accepted by any means other than cash, eftpos, cheque or direct credit.

If any account is in dispute, the undisputed portion of the account shall be payable in accordance with the normal terms of payment. Payment of the disputed portion may be withheld provided the matter is brought to WDC's attention immediately and a letter of explanation setting out the particulars of the dispute is sent to WDC within seven days of the dispute arising.

WDC reserves the right to suspend delivery of further goods and/or services if the terms of payment are not strictly adhered to by the customer.

Customer's Liability and Default

In the event of a default in payment, WDC reserves the right to recover from you any costs, expenses or disbursements incurred by us in recovering money from you, including without limitation, debt collection agency fees and legal fees.

General Enquiries

For any enquiries regarding this account please telephone our customer enquiry line on 0800 492 452 or email finance@waidc.govt.nz

Postal Address:

Waikato District Council
Private Bag 544
Ngaruawahia 3742
NEW ZEALAND



Direct Debit



Cash/Eftpos/Cheque



Internet Banking



Phone Banking

Credit card payments
(online only).

Payments are applied to the oldest debt first.

Ngaruawahia Office (Head Office) 15 Galileo Street Ngaruawahia Opening hours: Mon - Thurs 8am - 5pm Fri 9am - 5pm	Huntly Office 142 Main Street, Huntly Opening hours: Mon - Fri 9am - 5pm	Raglan Area Office 7 Bow Street, Raglan Opening hours: Mon - Fri 9am - 5pm	Tuakau Office 2 Dominion Road Tuakau Opening hours: Mon - Fri 8:30am - 5pm	Te Kauwhata Office 1 Main Road Te Kauwhata Opening hours: Mon - Fri 9am - 5pm
---	--	--	--	---

Please note any change of contact details:

Phone (Work):

Phone (Home):

Phone (Mobile):

E-mail address:



TAX INVOICE
GST No. 52-054-982

Raglan Theatre Academy
PO Box 179
Raglan 3265

Account Number 207597
Invoice Number 45331
Invoice Date 19 February 2019
Customer Ref:
Staff Ref: Michael Edmonds

Attention Ruth

Details	Qty	Exc Amt	GST	Inc Amt
Hire of Raglan Town Hall 23 & 24 November 2019	1.00	\$113.04	\$16.96	\$130.00
Totals		\$113.04	\$16.96	\$130.00

INVOICE AMOUNT DUE IN FULL BY 05 MARCH 2019

See over for Terms & Conditions

Payments may be made by Direct Credit to Waikato District Council's bank account

Please select the 'Debtor' type payment option and use your Account number as reference

02-0316-0246517-00

REMITTANCE ADVICE

Please post to

Waikato District Council
Private Bag 544
Ngaruawahia, 3742

Raglan Theatre Academy

Account Number 207597
Invoice Number 45331
Invoice Date 19 February 2019
Amount Due **\$130.00**



WDCACDEB0004517000013000

Terms and Conditions

Payment Options

Unless otherwise agreed, this invoice shall be paid to Waikato District Council at its address on or before the date stated on the invoice. Payment will not be accepted by any means other than cash, eftpos, cheque or direct credit. If any account is in dispute, the undisputed portion of the account shall be payable in accordance with the normal terms of payment. Payment of the disputed portion may be withheld provided the matter is brought to WDC's attention immediately and a letter of explanation setting out the particulars of the dispute is sent to WDC within seven days of the dispute arising.

WDC reserves the right to suspend delivery of further goods and/or services if the terms of payment are not strictly adhered to by the customer.

Customer's Liability and Default

In the event of a default in payment, WDC reserves the right to recover from you any costs, expenses or disbursements incurred by us in recovering money from you, including without limitation, debt collection agency fees and legal fees.

General Enquiries

For any enquiries regarding this account please telephone our customer enquiry line on 0800 492 452 or email finance@waidec.govt.nz

Postal Address:
Waikato District Council
Private Bag 544
Ngaruawahia 3742
NEW ZEALAND



Direct Debit



Cash/Eftpos/Cheque



Internet Banking



Phone Banking



Credit card
payments
(online only).

Payments are applied to the oldest debt first.

Ngaruawahia Office (Head Office) 15 Galileo Street Ngaruawahia Opening hours: Mon - Thurs 8am - 5pm Fri 9am - 5pm	Huntly Office 142 Main Street, Huntly Opening hours: Mon - Fri 9am - 5pm	Raglan Area Office 7 Bow Street, Raglan Opening hours: Mon - Fri 9am - 5pm	Tuakau Office 2 Dominion Road Tuakau Opening hours: Mon - Fri 8:30am - 5pm	Te Kauwhata Office 1 Main Road Te Kauwhata Opening hours: Mon - Fri 9am - 5pm
---	--	--	--	---

Please note any change of contact details:

Phone (Work):

Phone (Home):

Phone (Mobile):

E-mail address:



TAX INVOICE
GST No. 52-054-982

Raglan Theatre Academy
PO Box 179
Raglan 3265

Account Number 207597
Invoice Number 45332
Invoice Date 19 February 2019
Customer Ref:
Staff Ref: Michael Edmonds

Attention Ruth

Details	Qty	Exc Amt	GST	Inc Amt
Hire of Raglan Town Hall 28 November to 1 December 2019	1.00	\$113.04	\$16.96	\$130.00
Totals		\$113.04	\$16.96	\$130.00

INVOICE AMOUNT DUE IN FULL BY 05 MARCH 2019

See over for Terms & Conditions

Payments may be made by Direct Credit to Waikato District Council's bank account

Please select the 'Debtor' type payment option and use your Account number as reference

02-0316-0246517-00

REMITTANCE ADVICE

Please post to

Waikato District Council
Private Bag 544
Ngaruawahia, 3742

Raglan Theatre Academy

Account Number 207597
Invoice Number 45332
Invoice Date 19 February 2019
Amount Due **\$130.00**



WDCACDEB0004517000013000

Terms and Conditions

Payment Options

Unless otherwise agreed, this invoice shall be paid to Waikato District Council at its address on or before the date stated on the invoice. Payment will not be accepted by any means other than cash, eftpos, cheque or direct credit. If any account is in dispute, the undisputed portion of the account shall be payable in accordance with the normal terms of payment. Payment of the disputed portion may be withheld provided the matter is brought to WDC's attention immediately and a letter of explanation setting out the particulars of the dispute is sent to WDC within seven days of the dispute arising.

WDC reserves the right to suspend delivery of further goods and/or services if the terms of payment are not strictly adhered to by the customer.

Customer's Liability and Default

In the event of a default in payment, WDC reserves the right to recover from you any costs, expenses or disbursements incurred by us in recovering money from you, including without limitation, debt collection agency fees and legal fees.

General Enquiries

For any enquiries regarding this account please telephone our customer enquiry line on 0800 492 452 or email finance@waide.govt.nz

Postal Address:
Waikato District Council
Private Bag 544
Ngaruawahia 3742
NEW ZEALAND



Direct Debit



Cash/Eftpos/Cheque



Internet Banking



Phone Banking



Credit card
payments
(online only).

Payments are applied to the oldest debt first.

Ngaruawahia Office (Head Office) 15 Galileo Street Ngaruawahia Opening hours: Mon - Thurs 8am - 5pm Fri 9am - 5pm	Huntly Office 142 Main Street, Huntly Opening hours: Mon - Fri 9am - 5pm	Raglan Area Office 7 Bow Street, Raglan Opening hours: Mon - Fri 9am - 5pm	Tuakau Office 2 Dominion Road Tuakau Opening hours: Mon - Fri 8:30am - 5pm	Te Kauwhata Office 1 Main Road Te Kauwhata Opening hours: Mon - Fri 9am - 5pm
---	--	--	--	---

Please note any change of contact details:

Phone (Work):

Phone (Home):

Phone (Mobile):

E-mail address:



TAX INVOICE
GST No. 52-054-982
REPRINT

Raglan Theatre Academy
PO Box 179
Raglan 3265

Account Number 207597
Invoice Number 45332
Invoice Date 19 February 2019
Customer Ref:
Staff Ref: Michael Edmonds

Attention Ruth

Details	Qty	Exc Amt	GST	Inc Amt
Hire of Raglan Town Hall 28 November to 1 December 2019	1.00	\$113.04	\$16.96	\$130.00
Totals		\$113.04	\$16.96	\$130.00

INVOICE AMOUNT DUE IN FULL BY 05 MARCH 2019

See over for Terms & Conditions

Payments may be made by Direct Credit to Waikato District Council's bank account
Please select the 'Debtor' type payment option and use your Account number as reference

02-0316-0246517-00

REMITTANCE ADVICE

Please post to

Waikato District Council
Private Bag 544
Ngaruawahia, 3742

Raglan Theatre Academy

Account Number 207597
Invoice Number 45332
Invoice Date 19 February 2019
Amount Due **\$130.00**



WDCACDEB0004517000013000

Terms and Conditions

Payment Options

Unless otherwise agreed, this invoice shall be paid to Waikato District Council at its address on or before the date stated on the invoice. Payment will not be accepted by any means other than cash, eftpos, cheque or direct credit. If any account is in dispute, the undisputed portion of the account shall be payable in accordance with the normal terms of payment. Payment of the disputed portion may be withheld provided the matter is brought to WDC's attention immediately and a letter of explanation setting out the particulars of the dispute is sent to WDC within seven days of the dispute arising.

WDC reserves the right to suspend delivery of further goods and/or services if the terms of payment are not strictly adhered to by the customer.

Customer's Liability and Default

In the event of a default in payment, WDC reserves the right to recover from you any costs, expenses or disbursements incurred by us in recovering money from you, including without limitation, debt collection agency fees and legal fees.

General Enquiries

For any enquiries regarding this account please telephone our customer enquiry line on 0800 492 452 or email finance@waidec.govt.nz

Postal Address:
Waikato District Council
Private Bag 544
Ngaruawahia 3742
NEW ZEALAND



Direct Debit



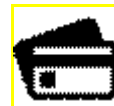
Cash/Eftpos/Cheque



Internet Banking



Phone Banking



Credit card
payments
(online only).

Payments are applied to the oldest debt first.

Ngaruawahia Office (Head Office) 15 Galileo Street Ngaruawahia Opening hours: Mon - Thurs 8am - 5pm Fri 9am - 5pm	Huntly Office 142 Main Street, Huntly Opening hours: Mon - Fri 9am - 5pm	Raglan Area Office 7 Bow Street, Raglan Opening hours: Mon - Fri 9am - 5pm	Tuakau Office 2 Dominion Road Tuakau Opening hours: Mon - Fri 8:30am - 5pm	Te Kauwhata Office 1 Main Road Te Kauwhata Opening hours: Mon - Fri 9am - 5pm
---	--	--	--	---

Please note any change of contact details:

Phone (Work):

Phone (Home):

Phone (Mobile):

E-mail address:

Creative Communities Scheme APPLICATION FORM

Funding for local arts projects
Ngā pūtea mō ngā toi te haukāinga

WAIKATO DISTRICT COUNCIL

23 AUG 2019

Time... 9:10 Initials... K.S.

NGARUAWAHIA

Read the *Creative Communities Scheme Application Guide*

Before you prepare your application you need to read the *Creative Communities Scheme Application Guide*. This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Complete the *Creative Communities Scheme Application Form*

- Applications can only be submitted using this document (*Creative Communities Scheme*)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example:

- **IMPORTANT – DO NOT** edit any text outside of these boxes
- If you are unable to type into the boxes provided please print a copy and complete by hand
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

APPLICANT DETAILS

Name and contact details

Full name of applicant:	<input type="text" value="Rangi Moanaroa"/>		
Contact person	<input type="text" value="Rangi Moanaroa"/>		
Street address/PO Box:	<input type="text" value="17 Ngaruawahia Road"/>		
Suburb:	<input type="text"/>	Town/City	<input type="text" value="Ngaruawahia"/>
Postcode:	<input type="text" value="3720"/>	Country:	<input type="text" value="New Zealand"/>
Telephone (day):	<input type="text" value="027 237 0939"/>		
Email (must provide)	<input type="text" value="nanarangimoanaroa@gmail.com"/>		

The Committee advises that you speak in support of your application at the CCS meeting? If you are unable to attend please advise the funding team at funding@waidc.govt.nz

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

<input type="checkbox"/> Council website	<input type="checkbox"/>	<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 checked="" type="checkbox"/> Word of mouth
<input type="checkbox"/> Other (please provide detail)	<input type="text" value="Long term Creative Communities applicant"/>	

PROJECT DETAILS

A collection of Poems - The Quiet Corner

Project name:

Brief description of project:

To collate and publish a lifetime of Poetry for our community to enjoy, be thought provoked and to reflect on their own life Journey.

The works will appeal to all age groups, ethnicities and leave a legacy for the people of our community

Project location, timing and numbers

Venue and suburb or town:

17 Ngaruawahia Road, Ngaruawahia

Start date:

1 October 2019

Finish date:

1 May 2020

Number of active participants:

10

Number of viewers/audience members:

The Community

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

<input type="checkbox"/> Literature	<input type="checkbox"/> Music	<input type="checkbox"/> Ngā toi Māori
<input type="checkbox"/> Pacific arts	<input type="checkbox"/> Multi-artform (including film)	<input type="checkbox"/> Theatre
<input type="checkbox"/> Visual arts		

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

<input type="checkbox"/> Creation only	<input type="checkbox"/> Presentation only (performance or concert)
<input checked="" type="checkbox"/> Creation and presentation	<input type="checkbox"/> Presentation only (exhibition)
<input type="checkbox"/> Workshop/wānanga	

Cultural tradition of your project (mark with an X, you can select multiple options)

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

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? **and**
The process/Te whakatutuki how will the project happen?

This project is a collaboration between myself, my whanau, the Ngaruawahia Library, the Art Centre and the Ngaruawahia Community House to get my Poetry put together into initially a photobook.

I wish to start this work in ~~Sept / October~~ to be finished before ~~December~~ March / April 2020
November 2019

As a beneficiary I have limited means to fund this project and I would like your support in getting this project started.

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

The word processing of the Poems will be done at the library by myself with support from the Librarians. My whanau will help put the Poems into categories with similiar themes and design the format. The Art Centre is helping with the Artistic layout and presentation. The Ngaruawahia Community House will help with the distribution of the finished book.

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

I am hoping that this work will inspire others to write their own stories, poems and life reflections. To learn the thoughts and feelings of the local community and their families and to be able to pass these stories to other people. This will strengthen their understanding of who they are and where they belong

4. 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, eg materials, venue hire, promotion, equipment hire, artist fees and personnel costs.
Item eg hall hire	Detail eg 3 days' hire at \$100 per day	Amount eg \$300
Soft Cover Photo Book	15 Books @ \$9.76	146.40
Total Costs		146.60

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 <i>eg ticket sales</i>	Detail <i>eg 250 tickets at \$15 per ticket</i>	Amount <i>eg \$3,750</i>
Total Income		\$
Costs less income	This is the maximum amount you can request from CCS	\$
Amount you are requesting from the Creative Communities Scheme		\$

5. 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 programmes).

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)

Other financial information

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

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

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 (eg 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 brief details about the project may be released to the media or appear in publicity material.
- ☐ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993

Name

(Print name of contact person/applicant)		(Print name of parent/guardian for applicants under 16 years of age)	
Signed:	<input type="text"/>	Signed:	<input type="text"/>
(Applicant or arts organisation's contact person)		(Parent/guardians signature for applicants under 16 years of age)	
Date:	<input type="text"/>	Date:	<input type="text"/>

Before submitting your application, complete this checklist: *(mark with an X)*

- ☐ My project has an arts or creative cultural focus
- ☐ My project takes place in the local authority district that I am applying to
- ☐ I have answered all of the questions in this form
- ☐ I have provided quotes that match the amount being requested and other financial details
- ☐ I have provided other supporting documentation
- ☐ I have read and signed the declaration
- ☐ I have made a copy of this application for my records
- ☐ I have looked at the Creative Waikato ARTillery workshops

Please send application to: funding@waidc.govt.nz
 Alternatively your application can be delivered to one of our Council offices found
 here www.waikatodistrictcouncil.govt.nz or to:
 Lianne van den Bemd, Community Development Advisor, Private Bag 544
 Ngaruawahia 3742.

If you have any further questions please contact funding@waidc.govt.nz

0800 492 452- Lianne van den Bemd or I-Jay Huirama.

PHO

**Soft Cover Books**

Only \$9.76

SELECT OPTION

Book 10x15 (4x6") \$5.95

Custom Soft Cover

Book 20x20 (8x8") \$9.76

Custom Soft Cover

15x20cm (6x8") \$9.76

Soft Cover Photo

Book

Book 20x28 (8x11") \$16.52

Custom Soft Cover

Portrait

Soft Cover Books

from \$5.95

CREA

Start with a pre designed theme or create your own style

I'll create my own style

I want to start with a designed theme

Looking for

BROWSE CURR

CONTINUE



*I ordered a Photo Book f
and just wanted to say ho
with the book. The qualit
delivery added to what is a*

Creative Communities Scheme

APPLICATION FORM

Funding for local arts projects

Ngā pūtea mō ngā toi te haukāinga

Read the **Creative Communities Scheme Application Guide**

Before you prepare your application you need to read the *Creative Communities Scheme Application Guide*. This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Complete the **Creative Communities Scheme Application Form**

- Applications can only be submitted using this document (*Creative Communities Scheme*)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example:

- **IMPORTANT – DO NOT edit any text outside of these boxes**
- **If you are unable to type into the boxes provided please print a copy and complete by hand**
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

APPLICANT DETAILS

Name and contact details

Full name of applicant:			
Contact person			
Street address/PO Box:			
Suburb:		Town/City	
Postcode:		Country:	New Zealand
Telephone (day):			
Email (must provide)			

The Committee advises that you speak in support of your application at the CCS meeting? If you are unable to attend please advise the funding team at funding@waidc.govt.nz

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

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

PROJECT DETAILS

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

<input type="checkbox"/> Literature	<input type="checkbox"/> Music	<input type="checkbox"/> Ngā toi Māori
<input type="checkbox"/> Pacific arts	<input type="checkbox"/> Multi-artform (including film)	<input type="checkbox"/> Theatre
<input type="checkbox"/> Visual arts		

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

<input type="checkbox"/> Creation only	<input type="checkbox"/> Presentation only (performance or concert)
<input type="checkbox"/> Creation and presentation	<input type="checkbox"/> Presentation only (exhibition)
<input type="checkbox"/> Workshop/wānanga	

Cultural tradition of your project (mark with an X, you can select multiple options)

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

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? **and**
The process/Te whakatutuki how will the project happen?

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

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

4. 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

[illegible]

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 <i>eg ticket sales</i>	Detail <i>eg 250 tickets at \$15 per ticket</i>	Amount <i>eg \$3,750</i>
Total Income		\$
Costs less income	This is the maximum amount you can request from CCS	\$
Amount you are requesting from the Creative Communities Scheme		\$

5. 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 programmes).

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)

Other financial information

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

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

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 (eg 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 brief details about the project may be released to the media or appear in publicity material.
- ☐ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
 This consent is given in accordance with the Privacy Act 1993

Name

(Print name of contact person/applicant)		(Print name of parent/guardian for applicants under 16 years of age)	
Signed:	<input type="text"/>	Signed:	<input type="text"/>
(Applicant or arts organisation's contact person)		(Parent/guardians signature for applicants under 16 years of age)	
Date:	<input type="text"/>	Date:	<input type="text"/>

Before submitting your application, complete this checklist: *(mark with an X)*

<input type="checkbox"/>	My project has an arts or creative cultural focus
<input type="checkbox"/>	My project takes place in the local authority district that I am applying to
<input type="checkbox"/>	I have answered all of the questions in this form
<input type="checkbox"/>	I have provided quotes that match the amount being requested and other financial details
<input type="checkbox"/>	I have provided other supporting documentation
<input type="checkbox"/>	I have read and signed the declaration
<input type="checkbox"/>	I have made a copy of this application for my records
<input type="checkbox"/>	I have looked at the Creative Waikato ARTillery workshops

Please send application to: funding@waidc.govt.nz

Alternatively your application can be delivered to one of our Council offices found here: www.waikatodistrictcouncil.govt.nz or to:

Lianne van den Bemd, Community Development Advisor, Private Bag 544
Ngaruawahia 3742.

If you have any further questions please contact funding@waidc.govt.nz

0800 492 452- Lianne van den Bemd or I-Jay Huirama.

Cutting Edge Textiles Attachments for Application for Workshop "Fabric Painted Imagery, Tea and Ephemera"

Accounts 7 pages

Pages 1 – 3 accounts July 2018 to July 2019

– 3 pages

Accounts						
2018				IN	OUT	Running Total
July	Bal bfwd					335.15
	Creative Surplus			12.00		347.15
	Bulk			14.00		361.15
	Cash to Mary Bulk				200 -	161.15
	Class Surplus			63.00		224.15
	Sketch/library/bulk			16.70		240.85
	Class photocopy & notes & book folder				8 -	232.85
Aug	Creatives Surplus			20.50		253.35
	Hall				52 -	201.35
	Class Surplus			61.00		262.35
	Class bulk (inc lous)			40.80		303.15
	Cash to Mary Bulk				100 -	203.15
	cash bulk			6 -		209.15
	Sub to 33			80 -		289.15
Sept	Creatives Surplus			51 -		340.15
	Hall				52 -	288.15
	Bulk			9.30		297.45
	Class Surplus			30 -		327.45
	Bulk library			14 -		341.45
	Cash to Mary Bulk				200 -	141.45
	Carol bulk buy			20 -		161.45
Oct	Sub to 36			45		206.45
	Hall See Dec for reimbursement				52 -	154.45
	Bulk creatives			5.40		159.85
	Surplus Creatives			20 -		179.85
	Tea/coffee/sugar/kitbush bags				20.24	159.61
	workshop bulk			156.50		316.11
Sept 14	Payment from Twin Rivers Art re loan			45.00		361.11
Nov	Cash to Mary Bulk				100.00	261.11
Oct	workshop cash			5.00		266.11
Nov	Creatives			37 -		303.11
	Bulk library			13.50		316.61
	Cash to Mary Bulk				100 -	216.61
	Hall Nov				52 -	164.61
	Creatives extra cash = bulk			8.50		173.11

Accounts

2018		IN	OUT	Running Total
NOV	from previous page			173 11
	Scan n Cut machine hire	250 -		423 11
	" " Amandas Stash	102 -		525 11
	" " Steam n Seam	79 40		604 51
	Cash to Mary BULK		200 -	404 51
	Sn Cut loss		200 74	203 77
	Bobbie bought bulk (x post not inc)	5 -		208 77
	Class - Surplus	14 -		222 77
	- Bulk	4 50		227 27
Dec	1 bobbie bought bulk (x post not inc)	1 80		229 07
	Geli Reimbursed re points etc	30 00		259 07
	" " calico Pochet #16	39 00		298 07
	(workshop Geli x Acrylic)			"
	Hall * Oct <u>should</u> have been charged			"
	3 days x 2 to w/shop = 6	26 00		324 07
	1 day of the 2 that was put to Oct			"
	AND Dec charged 2 <u>should</u>			"
	have been charged 1 = 1 put			"
	to w/shop <u>NOTE</u> all up to date		26 00	298 07
	class excess cash	20 -		318 07
	" surplus	47 -		365 07
	Bulk 4 50/25 = 29 50 library 4	33 50		398 57
	Scan n Cut class Sales 56 100 60	116 00		514 57
	Cash to Mary BULK		400 -	114 57
2019				
Jan	Hall		26 -	88 57
	Class surplus (pt to ink & paper)	97 -		185 57
	Bulk	34 -		219 57
	Subs to #8	175		394 57
	Bulk cash	6		400 57
	Cash to Mary BULK		200 -	200 57
Feb	Creatives Surplus	18 50		219 07
	Bulk / library / Stash	48 50		267 57
	Subs to #13	125 -		392 57

Accounts

2019		IN	OUT	Running Total
Feb	bal carried fwd			392 57
	Cash to Mary BULK		200 -	192 57
	Class Surplus	102 -		294 57
*	Class extra cash	15 -		309 57
	Class bulk/stock/library cash	125 50		435 07
	Subs to #23	250 00		685 07
	Hall		52 -	633 07
	Cash to Mary Bulk		400 -	233 07
	wax Separate Sale lot 9	19 -		252 07
*	Class extra cash taken out (re Gill)		15 -	237 07
March	Creative Surplus	17 -		254 07
	Hall		52 -	202 07
	Bulk stock library Bulk shop	173 70		375 77
	Hall - rehand 26 as put to w/shop	26		401 77
	Cash to Mary BULK		200 -	201 77
April	Hall		52 -	149 77
	Creative Surplus	60 -		209 77
	Bulk/library	37 50		247 25
	Cash class short fall		5 -	242 25
	Subs 24-29 #	150 -		392 25
	Class Surplus	73 -		465 25
	class bulk	104 80		570 05
	workshop leaves *15x2	30 -		600 05
*	workshop Profit	527 -		1127 05
	Cash to Mary BULK		900 -	227 05
May	Hall		52 -	175 05
	*Sub #22 out till pd		25 -	150 05
	*workshop Profit pd Margherita re Admin		200 -	-50 05
	Class surplus & bulk	33 -		-17 05
June	Hall		52 -	-69 05
	class surplus	16 -		-53 05
July	Hall		28 -	-81 05
	class surplus	404 -		323 05
	Subs #30-36	135 -		458 05
	Poor Teach Prep notes Supplies etc Mary		400 -	58 05

2019			to a/c	Sub	How Pd	Action o dist list membership from Marilyn Giles	Sent all about COT weekly new code to welcome	Running Total
1	Jan	Margherita		-				
2		Gill		25	cash	X		25
3	16 th	Julie		25	internet	X		50
4		Marilyn H.		25	"	X		75
5		Vicki		25	"	X		100
6		Ellen		25	cash	X		125
7		Clare		25	cash	X		150
8		Sally S		25	cash	X		175
9		Porianne		25	internet	X		200
10		Sue T		25	"	X		225
11	Feb	Vanessa		25	cash	X		250
12		Joelle		25	cash	X		275
13		Sue Howie		25	cash	X		300
14		Jan J		25	internet	X		325
15	12 Mar	Sue Mc		25	internet	X		350
16		Lynn Eisinger		25	internet	X		375
17	13 Mar	Gally		25	internet	X		400
18		Anne B		25	internet	X		425
19		Sally J		25	"	X		450
20		Dakou		25	"	X		475
21		Lois		25	cash	X		500
22		*Heleh		25	cash 100	X		525
23		Belinda		25	cash	X		550
24	28 Feb	Caroline S.		25	internet	X		575
25	8 Mar	Raewyn C		25	20 100 5 internet	X		600
26		Marilyn Cl		25	15 internet 10 cash 15 internet	X		625
27	20 Feb	Cindy		25	10 cash	X		650
28	18 Mar	Marilyn Denton-Giles		25	internet	X		675
29	19 Mar	Janice		25	internet	X		700
30	April	Liz Mc		25	cash	X		725
31	May	Hettie Beukes		25	internet			750
32	May	Jan G		25	internet			775
33	July	Laura		15	cash			790
34		Lilly		15	cash			805
35		Claire		15	cash			820

dist list
member
form

120 about CET
weebly new code
welcome

2019	to a/c	Sub	How PA	Running Total	2019
	total b/pwd.			820	1 Jan Margaret
36	Silvia	15 -	cash	835	2 Giff
37	Valerie	15	internet	850	3 16 th Gillie
					4 Marilyn
					5 Vicki
					6 Ellen
					7 Clare
					8 Sally
					9 Porian
					10 Sue T
					11 Feb Vanessa
					12 Joelle
					13 Sue H
					14 Jan
					15 12 Mar Sue
					16 Lynn E
					17 13 Mar Pally

Subs
handle
Sepers

\$5

Lavra

$$\begin{array}{r} 335 \\ - \text{milk } 2 \\ \hline 333 \end{array}$$

$$\begin{array}{r} 335 \\ - \$50 \text{ pd to Lyle } 50 \\ \hline 285 \end{array}$$

$$\begin{array}{r} 335 \\ - \text{Surplus } 285 \\ \hline 50 \end{array}$$

$$\begin{array}{r} 335 \\ - \text{put to } 20 \\ \hline 315 \end{array}$$

$$\begin{array}{r} 335 \\ - \text{a/c for poor Supplies } 121 \\ \hline 214 \end{array}$$

$$\begin{array}{r} 214 \\ - \text{Me Lyle } 2 \\ \hline 212 \end{array}$$

$$\begin{array}{r} 212 \\ - \text{Marl } 1 + 5 \\ \hline 217 \end{array}$$

$$\begin{array}{r} 217 \\ - 14 \\ \hline 203 \end{array}$$

$$\begin{array}{r} 203 \\ - 16 \\ \hline 187 \end{array}$$

$$\begin{array}{r} 187 \\ - 13 \\ \hline 174 \end{array}$$

$$\begin{array}{r} 174 \\ - 13 \\ \hline 161 \end{array}$$

$$\begin{array}{r} 161 \\ - 13 \\ \hline 148 \end{array}$$

$$\begin{array}{r} 148 \\ - 13 \\ \hline 135 \end{array}$$

$$\begin{array}{r} 135 \\ - 13 \\ \hline 122 \end{array}$$

$$\begin{array}{r} 122 \\ - 13 \\ \hline 109 \end{array}$$

$$\begin{array}{r} 109 \\ - 13 \\ \hline 96 \end{array}$$

$$\begin{array}{r} 96 \\ - 13 \\ \hline 83 \end{array}$$

$$\begin{array}{r} 83 \\ - 13 \\ \hline 70 \end{array}$$

$$\begin{array}{r} 70 \\ - 13 \\ \hline 57 \end{array}$$

$$\begin{array}{r} 57 \\ - 13 \\ \hline 44 \end{array}$$

$$\begin{array}{r} 44 \\ - 13 \\ \hline 31 \end{array}$$

$$\begin{array}{r} 31 \\ - 13 \\ \hline 18 \end{array}$$

$$\begin{array}{r} 18 \\ - 13 \\ \hline 5 \end{array}$$

$$\begin{array}{r} 5 \\ - 13 \\ \hline -8 \end{array}$$

$$\begin{array}{r} -8 \\ - 13 \\ \hline -21 \end{array}$$

$$\begin{array}{r} -21 \\ - 13 \\ \hline -34 \end{array}$$

$$\begin{array}{r} -34 \\ - 13 \\ \hline -47 \end{array}$$

$$\begin{array}{r} -47 \\ - 13 \\ \hline -60 \end{array}$$

$$\begin{array}{r} -60 \\ - 13 \\ \hline -73 \end{array}$$

$$\begin{array}{r} -73 \\ - 13 \\ \hline -86 \end{array}$$

$$\begin{array}{r} -86 \\ - 13 \\ \hline -99 \end{array}$$

$$\begin{array}{r} -99 \\ - 13 \\ \hline -112 \end{array}$$

$$\begin{array}{r} -112 \\ - 13 \\ \hline -125 \end{array}$$

$$\begin{array}{r} -125 \\ - 13 \\ \hline -138 \end{array}$$

$$\begin{array}{r} -138 \\ - 13 \\ \hline -151 \end{array}$$

$$\begin{array}{r} -151 \\ - 13 \\ \hline -164 \end{array}$$

$$\begin{array}{r} -164 \\ - 13 \\ \hline -177 \end{array}$$

$$\begin{array}{r} -177 \\ - 13 \\ \hline -190 \end{array}$$

$$\begin{array}{r} -190 \\ - 13 \\ \hline -203 \end{array}$$

$$\begin{array}{r} -203 \\ - 13 \\ \hline -216 \end{array}$$

$$\begin{array}{r} -216 \\ - 13 \\ \hline -229 \end{array}$$

$$\begin{array}{r} -229 \\ - 13 \\ \hline -242 \end{array}$$

$$\begin{array}{r} -242 \\ - 13 \\ \hline -255 \end{array}$$

$$\begin{array}{r} -255 \\ - 13 \\ \hline -268 \end{array}$$

$$\begin{array}{r} -268 \\ - 13 \\ \hline -281 \end{array}$$

$$\begin{array}{r} -281 \\ - 13 \\ \hline -294 \end{array}$$

$$\begin{array}{r} -294 \\ - 13 \\ \hline -307 \end{array}$$

$$\begin{array}{r} -307 \\ - 13 \\ \hline -320 \end{array}$$

$$\begin{array}{r} -320 \\ - 13 \\ \hline -333 \end{array}$$

$$\begin{array}{r} -333 \\ - 13 \\ \hline -346 \end{array}$$

$$\begin{array}{r} -346 \\ - 13 \\ \hline -359 \end{array}$$

$$\begin{array}{r} -359 \\ - 13 \\ \hline -372 \end{array}$$

$$\begin{array}{r} -372 \\ - 13 \\ \hline -385 \end{array}$$

$$\begin{array}{r} -385 \\ - 13 \\ \hline -398 \end{array}$$

$$\begin{array}{r} -398 \\ - 13 \\ \hline -411 \end{array}$$

$$\begin{array}{r} -411 \\ - 13 \\ \hline -424 \end{array}$$

$$\begin{array}{r} -424 \\ - 13 \\ \hline -437 \end{array}$$

$$\begin{array}{r} -437 \\ - 13 \\ \hline -450 \end{array}$$

$$\begin{array}{r} -450 \\ - 13 \\ \hline -463 \end{array}$$

$$\begin{array}{r} -463 \\ - 13 \\ \hline -476 \end{array}$$

$$\begin{array}{r} -476 \\ - 13 \\ \hline -489 \end{array}$$

$$\begin{array}{r} -489 \\ - 13 \\ \hline -502 \end{array}$$

$$\begin{array}{r} -502 \\ - 13 \\ \hline -515 \end{array}$$

$$\begin{array}{r} -515 \\ - 13 \\ \hline -528 \end{array}$$

$$\begin{array}{r} -528 \\ - 13 \\ \hline -541 \end{array}$$

$$\begin{array}{r} -541 \\ - 13 \\ \hline -554 \end{array}$$

$$\begin{array}{r} -554 \\ - 13 \\ \hline -567 \end{array}$$

$$\begin{array}{r} -567 \\ - 13 \\ \hline -580 \end{array}$$

$$\begin{array}{r} -580 \\ - 13 \\ \hline -593 \end{array}$$

$$\begin{array}{r} -593 \\ - 13 \\ \hline -606 \end{array}$$

$$\begin{array}{r} -606 \\ - 13 \\ \hline -619 \end{array}$$

$$\begin{array}{r} -619 \\ - 13 \\ \hline -632 \end{array}$$

$$\begin{array}{r} -632 \\ - 13 \\ \hline -645 \end{array}$$

$$\begin{array}{r} -645 \\ - 13 \\ \hline -658 \end{array}$$

$$\begin{array}{r} -658 \\ - 13 \\ \hline -671 \end{array}$$

$$\begin{array}{r} -671 \\ - 13 \\ \hline -684 \end{array}$$

$$\begin{array}{r} -684 \\ - 13 \\ \hline -697 \end{array}$$

$$\begin{array}{r} -697 \\ - 13 \\ \hline -710 \end{array}$$

$$\begin{array}{r} -710 \\ - 13 \\ \hline -723 \end{array}$$

$$\begin{array}{r} -723 \\ - 13 \\ \hline -736 \end{array}$$

$$\begin{array}{r} -736 \\ - 13 \\ \hline -749 \end{array}$$

$$\begin{array}{r} -749 \\ - 13 \\ \hline -762 \end{array}$$

$$\begin{array}{r} -762 \\ - 13 \\ \hline -775 \end{array}$$

$$\begin{array}{r} -775 \\ - 13 \\ \hline -788 \end{array}$$

$$\begin{array}{r} -788 \\ - 13 \\ \hline -801 \end{array}$$

$$\begin{array}{r} -801 \\ - 13 \\ \hline -814 \end{array}$$

$$\begin{array}{r} -814 \\ - 13 \\ \hline -827 \end{array}$$

$$\begin{array}{r} -827 \\ - 13 \\ \hline -840 \end{array}$$

$$\begin{array}{r} -840 \\ - 13 \\ \hline -853 \end{array}$$

$$\begin{array}{r} -853 \\ - 13 \\ \hline -866 \end{array}$$

$$\begin{array}{r} -866 \\ - 13 \\ \hline -879 \end{array}$$

$$\begin{array}{r} -879 \\ - 13 \\ \hline -892 \end{array}$$

$$\begin{array}{r} -892 \\ - 13 \\ \hline -905$$

30 ✓

5 16

536

Subs or 10V^{\$80}
handled
Separately

To a/c

Surplus	283
---------	-----

Bulk	121
------	-----

404

Attachments to Application for workshop “Fabric Painted Imagery, Tea and Ephemera” with Cutting Edge Textile group.

A) Cutting Edge Textiles – accounts, 7 pages.

We keep a running total of cash available, entered into the back of the meeting book. It's available, to be looked thru by members at any time.

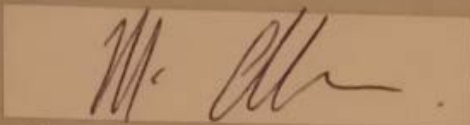
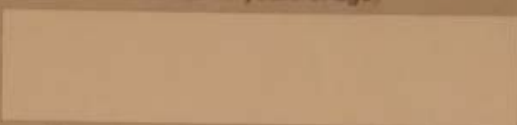
If large amounts are received or spent then a member is selected to double check the account

eg received subs or funding and supplies or tutors paid

Pages 1 – 3 accounts July 2018 to July 2019	– 3 pages
4 – 5 subs income for 2019, to date	– 2 pages
6 – 7 Jun & Jul 2019 class page as an example	– 2 pages

B) Page 1 – 6 Feb 2020 workshop supporting info – costs explained and totalled, supplier details – 6 pages

Cutting Edge Textiles, Signature on back page of Application for Workshop "Fabric Painted Imagery, Tea and Ephemera"

(Print name of contact person/applicant)		(Print name of parent/guardian for applicants under 16 years of age)	
Signed:		Signed:	
(Applicant or arts organisation's contact person)		(Parent/guardians signature for applicants under 16 years of age)	
Date:	22/8/19	Date:	

Before submitting your application, complete this checklist: *(mark with an X)*

<input checked="" type="checkbox"/>	My project has an arts or creative cultural focus
<input checked="" type="checkbox"/>	My project takes place in the local authority district that I am applying to
<input checked="" type="checkbox"/>	I have answered all of the questions in this form
<input checked="" type="checkbox"/>	I have provided quotes that match the amount being requested and other financial details
<input checked="" type="checkbox"/>	I have provided other supporting documentation
<input checked="" type="checkbox"/>	I have read and signed the declaration
<input checked="" type="checkbox"/>	I have made a copy of this application for my records
<input checked="" type="checkbox"/>	I have looked at the Creative Waikato ARTillery workshops

Please send application to: funding@waidec.govt.nz
Alternatively your application can be delivered to one of our Council offices found here: www.waikatodistrictcouncil.govt.nz or to:
Lianne van den Bemd, Community Development Advisor, Private Bag 544
Ngaruawahia 3742.

If you have any further questions please contact funding@waidec.govt.nz
0800 492 452- Lianne van den Bemd or I-Jay Huirama.

Cutting Edge Textiles

Fabric Painted Imagery, Tea and Ephemera

Feb 22nd and 23rd Feb 2020

EXCHANGE RATE @ 14/08/19 \$US1 = \$NZ1.55 New Zealand Dollar

Participants 15

Tutors Judy Coates Perez

Workshop cost \$5727.45

Includes Hall, Tutor and Supply costs, itemized below

=====

Hall \$80 per day x 2 days \$160

=====

Tutor costs \$3150

=====

Tutor Travel costs = \$401.50

Non-refundable deposit for expected tour costs

= \$250 This is put to tutor costs for workshop

Final share of tour costs

= \$151.5

Made up of \$792US re Judy email conversion

= \$1212NZ / 8 groups

Covers

US to NZ flights,

Flights within NZ

Bus and petrol travel costs in NZ

Tutor Teaching Fee = \$2402.50

Daily Tutor fee \$775US conversion = \$1201.25

X 2 days

Accommodation – Motel \$120 x 2 nights = \$240

Food provided for the duration of the workshop = \$106

Each day 1 Bfast @ \$15 x 2 days = \$30

Each day 2 coffee @ \$5 x 2 x 2 days = \$20

Each day 1 Lunch @ \$8 x 2 days = \$16

Each day 1 Dinner @ \$20 x 2 days = \$40

=====

Materials supplied by tutor **\$910.25**

Resources for class – Books	= \$85.25
10+ Techniques with Acrylic Inks	
Alternatively Bound and Stitched	
\$US20 each converted to \$NZ31 X 2 = \$62	
Make An Impression	
\$US15 converted to \$NZ = \$23.25	
– All purchased and bought to NZ with Judy	
from https://www.judycoatesperez.com/shop/creative-alchemy-bookstore/	

TUTOR SUPPLIES	= \$825
For Painting Imagery class	
\$10 per person X 15 people = \$150	
For Tea class	
\$45 per person X 15 people = \$675	

Group requirements: see below for full details **\$672.14**

Paint Pebeo setacolor	= \$312.08
Screen Printing Inks	= \$57
Matte Gel - Medium	= \$56.80
Thermofax Screens	= \$100
Paint Extender	= \$47.80
Paint Lightener	= \$48.46
Paper Towels	= \$5
Group Supplies Used - Costs Allocated	= \$45

Allocated requirements see below for full details **\$798.20**

Prepared For Dye Fabric	= \$83
Brushes	= \$581.14
Paint Plates	= \$3
Black Marker	= \$60
Freezer Paper	= \$71.06

Miscellaneous Items see below for full details **\$36.86**

Snacks, Drinks, Milk	= \$36.86
----------------------	-----------

===== more details =====

WORKSHOP REQUIREMENTS

NOTE:

All converted to NZ\$ (from US)

All products rounded up to a whole amount

eg .85metre becomes 1m

OR listed at the higher minimum amount that company sells, based on larger amount still being cheaper than smaller amounts sold elsewhere.

eg 180 pieces needed but use min sale quantity 200

Accommodation – Motel \$120 x 2 nights = \$240

https://www.booking.com/hotel/nz/auto-lodge-motel.en-gb.html?aid=356938;label=metagha-link-localuniversalNZ-hotel-242276_dev-desktop_los-1_bw-1_dow-Sunday_defdate-1_room-0_lang-en_curr-NZD_gstadt-2_rateid-0_aud-0_cid-96;sid=dcef9de61aff0253e906f3be621ee471;all_sr_blocks=24227604_88837412_0_0_0;checkin=2019-08-18;checkout=2019-08-19;dest_id=-1510346;dest_type=city;dist=0;group_adults=2;hapos=1;highlighted_blocks=24227604_88837412_0_0_0;hpos=1;room1=A%2CA;sb_price_type=total;sr_order=popularity;srepoch=1565998170;srpvid=1201a52cdd1b0045;type=total;ucfs=1&#tab-main

GROUP REQUIREMENTS: \$672.14

=====

Materials supplied to be used and shared by all participants

eg no allocated amount

PAINT Pebeo setacolor BUY 80gm min. = \$312.08

Need sets of 8 colours:

warm and cool red, warm and cool yellow, warm and cool blue,

Black and white 500ml per colour

- 45 ml. (1.5 oz.) \$11.95 each bottle

- \$11.95 x 8 colours = \$95.6 x 3 lots = \$286.80 + \$25.28 post

for 24 bottles = 312.08

– purchased from Fruugo

https://www.fruugo.co.nz/pebeo-setacolor-light-fabrics-paint-45ml/p-21011772-46061725?language=en&ac=google&gclid=Cj0KCQjws7TqBRDgARIsAAHLHP5X5iSdcMLzeqhm9pe-lq3xl3czX8ltt9O83YJhojUHjM2QUXjnM3AaAhr2EALw_wcB

SCREEN PRINTING INKS = \$57

6 colours x \$8 = \$48 + \$9 post = \$57

– purchased from Tulis Textiles

<https://www.tulis.co.nz/shop/c/p/Deco-Printing-Ink-x30266687.htm>

MATTE GEL - MEDIUM BUY 2 jars = \$56.80

- minimum 500 ml to share

- Liquitex: Matte Gel Medium 237ml

- \$24.50 post \$3.90 = \$28.40 X 2 jars = 56.80

– purchased from Warehouse

https://www.mightyape.co.nz/product/liquitex-matte-gel-medium-237ml/25921643?gclid=CjwKCAjw1rnqBRAAEiwAr29Ilzm5jUZIf63PCtGE0mEs1bDVeVoEH5LNkJ2zYU1dguZINJINdGbOBoCcbAQAvD_BwE

THERMOFAX SCREENS BUY 4+ = \$100

- most are \$12 – \$25 each, buy a couple to share

– purchased from Warehouse

https://www.etsy.com/nz/market/thermofax_screens

PAINT EXTENDER BUY 4 = \$47.80

Jacquard Colorless \$11.95 each x 4 jars = 47.80

Postage is with paint order

– purchased from Fruugo

https://www.fruugo.co.nz/jacquard-textile-color-fabric-paint-225ozclear-extender/p-21660320-47356493?language=en&ac=google&gclid=CjwKCAjw1rnqBRAAEiwAr29IlzcdERmgau75od05FgP5LbQEbqFE8YZqdSM3AswmkeEd-UneWKMzbhoCp0sQAvD_BwE

PAINT Lightener BUY 4 = \$48.46

Pebeo Setacolor Lightener \$9.99each x 4 jars

= \$39.96 + \$8.50 Postage = \$48.46

– purchased from Gordon Harris

<https://www.gordonharris.co.nz/category/4302-pebeo-setacolor-mediums>

PAPER TOWELS = \$5

- 2 towel pack @ \$2.49 X 2 = \$5

– purchased from New World

https://www.ishopnewworld.co.nz/product/5003810_ea_000nw?name=classic-white-2ply-paper-towels

GROUP SUPPLIES USED Costs Allocated Total = \$45

Rubber stamps / ink pads / watercolour pencils = \$20

Oil sticks / papers

\$20 allocated as equivalence of 3 ink pads used up

<https://shop.artstamps.co.nz/collections/inks-ink-pads/adirondack-dye-ink-pads> -\$7.90

Gac 900 = \$25

\$25 allocated as equivalence of ½ used up

<https://www.gordonharris.co.nz/product/5859-golden-gac-900-acrylic-heat-set-473ml> -\$50

ALLOCATED REQUIREMENTS:**\$798.20**

=====

Materials below are included in an allocated made up pack / per person.

PREPARED FOR DYE FABRIC BUY 4metres = \$83Need at least 12" x 22" piece of fabric
per student for the painting imagery.

PFD Cotton. \$18.50m x 44" wide + \$9 post

THEREFORE

12" = 3 across length per m and

22" = 2 up per the width per m

= 6 pieces of fabric per metre

= 4metres = 24 pieces available to share

\$18.50m x 4m = \$74 + post \$9 = \$83

– purchased from Tullis Textiles

<https://www.tulis.co.nz/shop/c/p/PFD-Cotton-x23008799.htm>**BRUSHES Total = \$581.14**

BUY Flat = \$180

BUY Round = \$270

BUY Wide = \$75

BUY Foam = \$56.14

Need: small to medium round tip
and small to medium flat tip
and a ¾" to 1" wide flat
and 1" foam

All pick up or \$0 post

- flat tip 4 pack \$12 x 15 people = \$180

<https://www.spotlightstores.com/nz/craft-hobbies/art-supplies/painting-tools/brushes/princeton-supavalue-9452-acrylic-brush-pack/BP80352976>

- round tip 4 pack \$18 x 15 people = \$270

<https://www.spotlightstores.com/nz/craft-hobbies/art-supplies/painting-tools/brushes/princeton-supavalue-9477-acrylic-brush-pack/BP80352999>

- 1" wide flat 1" paint brush \$4.99 x 15 people = \$75

<https://www.mitre10.co.nz/shop/pal-synthetic-paint-brush-25mm-red/-black/p/304764>

- 1" foam pack of 20 = \$28.07 x 2 lots = \$56.14

[https://www.fishpond.co.nz/Arts_Crafts/Foam-Brushes-](https://www.fishpond.co.nz/Arts_Crafts/Foam-Brushes-20Pkg/0090672159090?utm_source=googleps&utm_medium=ps&utm_campaign=NZ&gclid=CjwKC-Ajw7anqBRALEiwAgvGgm1McsHWiSrKAalkag5v6cBdkfhoDT8Aw9-WDj6HtD-SRO8uwGtlaRoC0LoQAvD_BwE)[20Pkg/0090672159090?utm_source=googleps&utm_medium=ps&utm_campaign=NZ&gclid=CjwKC-Ajw7anqBRALEiwAgvGgm1McsHWiSrKAalkag5v6cBdkfhoDT8Aw9-WDj6HtD-SRO8uwGtlaRoC0LoQAvD_BwE](https://www.fishpond.co.nz/Arts_Crafts/Foam-Brushes-20Pkg/0090672159090?utm_source=googleps&utm_medium=ps&utm_campaign=NZ&gclid=CjwKC-Ajw7anqBRALEiwAgvGgm1McsHWiSrKAalkag5v6cBdkfhoDT8Aw9-WDj6HtD-SRO8uwGtlaRoC0LoQAvD_BwE)**PAINT PLATES BUY from Op shop – expected = \$3**

FREEZER PAPER BUY 150sq ft = \$71.06

Need 1+metre per person

Minimum roll size - 45cm = 150sq ft \$71.06 + \$0 post

– purchased from New World

<https://www.trademe.co.nz/home-living/kitchen/other/listing-2258171523.htm>

BLACK MARKER BUY = \$60

Sharpie Ultra Fine black \$3.99 each x 15 people

– purchased from New World

https://www.warehousestationery.co.nz/product/W2143299.html?gclid=Cj0KCQjws7TqBRDgARIsAAHLHP7eBi1Zyyrz-otUd2AVrrbvehPdTxh6TKnBNvg8enF6WqSUc-zq2Y0aAuaoEALw_wcB&gclid=aw.ds

Miscellaneous Items see below for full details \$36.86

=====

Snacks

- Lollies – 4 packs – average pack \$2.79 x 4 = \$11.16
- Biscuits – 4 packs – average pack \$3.49 x 4 = \$13.96

Drinks

- Tea and coffee supplied but refills may be needed
- Coffee, sugar, Tea refills – average =\$ 5.00

Milk \$3.37 @ 2 Lt x 2 days = \$6.74

– purchased from New World

<https://www.ishopnewworld.co.nz/category/pantry/biscuits--crackers>

WAIKATO DISTRICT COUNCIL

23 AUG 2019

Time... 1:05 Initials... KT

NGARUAWAHIA

131

SCANNED

creative nz
COMMUNITIES

Creative Communities Scheme

APPLICATION FORM

Funding for local arts projects

Ngā pūtea mō ngā toi te haukāinga

Read the *Creative Communities Scheme Application Guide*

Before you prepare your application you need to read the *Creative Communities Scheme Application Guide*. This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Complete the *Creative Communities Scheme Application Form*

- Applications can only be submitted using this document (*Creative Communities Scheme*)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example:

- IMPORTANT – DO NOT** edit any text outside of these boxes
- If you are unable to type into the boxes provided please print a copy and complete by hand**
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

APPLICANT DETAILS

Name and contact details

Full name of applicant:	<input type="text" value="Te Whare Toi o Ngaruawahia - Twin Rivers Community Art Centre Inc"/>		
Contact person	<input type="text" value="June Rowland"/>		
Street address/PO Box:	<input type="text" value="18 Herschel Street"/>		
Suburb:	<input type="text"/>	Town/City	<input type="text" value="Ngaruawahia"/>
Postcode:	<input type="text" value="3720"/>	Country:	<input type="text" value="New Zealand"/>
Telephone (day):	<input type="text" value="07 824 7591 or 021 222 0191"/>		
Email (must provide)	<input type="text" value="twinriversartc.t@xtra.co.nz"/>		

The Committee advises that you speak in support of your application at the CCS meeting? If you are unable to attend please advise the funding team at funding@waidec.govt.nz

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

<input type="checkbox"/> Council website	<input type="checkbox"/>	<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 detail)	<input type="text" value="Long term Creative Communities applicant"/>	

PROJECT DETAILS

Project name:

Term Three Holiday Programme - Creative Signage for the Art Centre

Brief description of project:

Te Whare Toi o Ngaruawahia wish to run a two day School Holiday Project where local kids design and create a sign for the front of our premises under the guidance of local Ngaruawahia artist Monique Heyward. The theme of the design will incorporate Ngaruawahia features and the local environment.

The artwork will be an outdoor mural and signage for our centre.

Project location, timing and numbers

Venue and suburb or town:

18 Herschel St, Ngaruawahia

Start date:

1 October 2019

Finish date:

2 October 2019

Number of active participants:

20

Number of viewers/audience members:

The Community

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

<input type="checkbox"/> Literature	<input type="checkbox"/> Music	<input type="checkbox"/> Ngā toi Māori
<input type="checkbox"/> Pacific arts	<input type="checkbox"/> Multi-artform (including film)	<input type="checkbox"/> Theatre
<input type="checkbox"/> Visual arts		

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

<input type="checkbox"/> Creation only	<input type="checkbox"/> Presentation only (performance or concert)
<input checked="" type="checkbox"/> Creation and presentation	<input type="checkbox"/> Presentation only (exhibition)
<input type="checkbox"/> Workshop/wānanga	

Cultural tradition of your project (mark with an X, you can select multiple options)

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

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? **and**
The process/Te whakatutuki how will the project happen?

The art centre has acquired a large external sign in excellent repair (approx 3m x 1m) that we would like to use to create a public artwork and sign for our new premises and to become more visible to the community.

We will run two one day workshops starting at 9am until 3pm. The class will be facilitated by Monique Heyward with support of 3 volunteers from the art centre. The artwork will then be completed and sealed by the art centre

We will also offer a craft activity for the children so that they not only contribute to a community project but have something to take home for themselves.

This will be a upcycled T Shirt bag embellished with beads, buttons and bling.

Funding is needed to cover the costs of our Tutor and finishing details as well as some materials.

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 eg ticket sales	Detail eg 250 tickets at \$15 per ticket	Amount eg \$3,750
Total Income		\$
Costs less income	This is the maximum amount you can request from CCS	\$
Amount you are requesting from the Creative Communities Scheme		\$ 1075

5. 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 programmes).

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)
2 April 2019	Community Capacity Building	9233.75	No
2 April 2019	Classes and Community Art Piece	3595.34	No
May 2018	Tutor Fees	4000	Yes
2017	Capacity Building	8900	Yes
2017	Community Classes	5235	Yes

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 <i>eg ticket sales</i>	Detail <i>eg 250 tickets at \$15 per ticket</i>	Amount <i>eg \$3,750</i>
Total Income		\$
Costs less income	This is the maximum amount you can request from CCS	\$
Amount you are requesting from the Creative Communities Scheme		\$

5. 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 programmes).

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)
2 April 2019	Community Capacity Building	9233.75	No
2 April 2019	Classes and Community Art Piece	3595.34	No
May 2018	Tutor Fees	4000	Yes
2017	Capacity Building	8900	Yes
2017	Community Classes	5235	Yes

Other financial information

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

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

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.

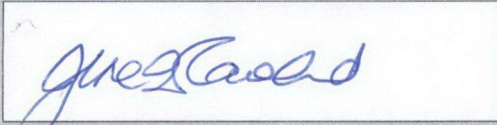
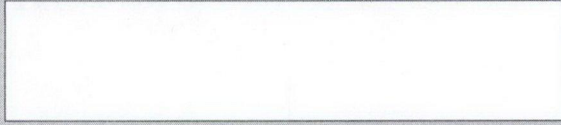
- ☒ I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programmes.
- ☒ I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.

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 (eg 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 brief details about the project may be released to the media or appear in publicity material.
 - ☒ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993

Name

Ine Rowland

(Print name of contact person/applicant)		(Print name of parent/guardian for applicants under 16 years of age)	
Signed:		Signed:	
(Applicant or arts organisation's contact person)		(Parent/guardians signature for applicants under 16 years of age)	
Date:	23/8/2019	Date:	

Before submitting your application, complete this checklist: *(mark with an X)*

- ☒ My project has an arts or creative cultural focus
- ☒ My project takes place in the local authority district that I am applying to
- ☒ I have answered all of the questions in this form
- ☒ I have provided quotes that match the amount being requested and other financial details
- ☒ I have provided other supporting documentation
- ☒ I have read and signed the declaration
- ☒ I have made a copy of this application for my records
- ☒ I have looked at the Creative Waikato ARTillery workshops

Please send application to: funding@waidc.govt.nz

Alternatively your application can be delivered to one of our Council offices found here www.waikatodistrictcouncil.govt.nz or to:

Lianne van den Bemd, Community Development Advisor, Private Bag 544
Ngaruawahia 3742.

If you have any further questions please contact funding@waidc.govt.nz

0800 492 452- Lianne van den Bemd or I-Jay Huirama.

Home / Art, Craft & Party / Art Supplies / Artist Brushes / Acrylic & Watercolour Brushes

Princeton Artist Brush Co. Brush Gold Taklon 4 Lin Round 2 Gold

\$24.95

99-80

14.24

GST.

13.01



[Be the first to write a review](#)

or 4x interest free payments
of 25% on orders over \$50
[Learn more](#)



Product Description

Brush Gold Taklon 4 Lin Round 2 - Real Value Set

Item No: 757063918680

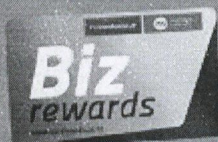


Guarantee



**Accessories
not included**

**Earn 1 point for
every \$1 you spend**



[find out more](#)

Features & Benefits

MITRE 10

(1)

📍 Store finder (/store-locator)

★ Wishlist (/wishlist)

🛒 (0) (/cart)

I'm looking for

🔍 Search

🏠 (/) › Shop (/shop) › Paint & Decorating (/shop/paint-decorating) › Interior Paint (/shop/paint-decorating/interior-paint/c/RS2099) › Other Paints (/shop/paint-decorating/interior-paint/other-paints/c/RF5261)



EXCLUSIVE

Accent**Colour Sampler Low Sheen 500ml White**

SKU: 183070 MODEL: 804022.500

★★★★★

Write a review

\$9.99 each

x 10

99.90

GST

13.03

A water based low sheen sampler designed to aid your colour selection.

\$ 86.87

Features and benefits

- An economical way of testing what colours work best in your own home.
- Take home a few different colours.
- To help you choose what suits best.

Buying options

WAIKATO DISTRICT COUNCIL 23 AUG 2019 Time: 1:05 Initials: VT NGARUAWAHIA

Creative Communities Scheme

APPLICATION FORM

Funding for local arts projects

Ngā pūtea mō ngā toi te haukāinga

SCANNED
Doc No

Read the Creative Communities Scheme Application Guide

Before you prepare your application you need to read the *Creative Communities Scheme Application Guide*. This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Complete the Creative Communities Scheme Application Form

- Applications can only be submitted using this document (*Creative Communities Scheme*)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example:

- **IMPORTANT – DO NOT** edit any text outside of these boxes
- **If you are unable to type into the boxes provided please print a copy and complete by hand**
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

APPLICANT DETAILS

Name and contact details

Full name of applicant:	<input type="text" value="Te Whare Toi o Ngaruawahia - Twin Rivers Community Art Centre Inc"/>		
Contact person	<input type="text" value="June Rowland"/>		
Street address/PO Box:	<input type="text" value="18 Herschel Street"/>		
Suburb:	<input type="text"/>	Town/City	<input type="text" value="Ngaruawahia"/>
Postcode:	<input type="text" value="3720"/>	Country:	<input type="text" value="New Zealand"/>
Telephone (day):	<input type="text" value="07 824 7591 or 021 222 0191"/>		
Email (must provide)	<input type="text" value="twinriversartc.t@xtra.co.nz"/>		

The Committee advises that you speak in support of your application at the CCS meeting? If you are unable to attend please advise the funding team at funding@waidec.govt.nz

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

<input type="checkbox"/> Council website	<input type="checkbox"/>	<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 detail)	<input type="text" value="Long term Creative Communities applicant"/>	

PROJECT DETAILS

Project name:

Term Four Pottery Class back by popular demand

Brief description of project:

The proposal is to teach how to make pieces suitable for Raku firing and conventional glazes at the Twin rivers Community Art Centre.

Project location, timing and numbers

Venue and suburb or town:

18 Herschel St, Ngaruawahia

Start date:

17 October 2019

Finish date:

5 Dec 2019

Number of active participants:

15

Number of viewers/audience members:

The Community

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

Cultural tradition of your project (mark with an X, you can select multiple options)

European:

☒

Detail:

Māori:

☒

Detail:

Pacific Island:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

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? **and**
The process/Te whakatutuki how will the project happen?

Seven lessons on making and decorating/glazing pieces.

One lesson will be firing the Raku kiln on site.

The kiln, sawdust, smoking containers and safety equipment will be provided.

Assumes 4 kiln loads of work per firing.

Assumes at least three volunteers will help with setting up and running and packing up the kiln.

Unfinished work to be stored at the Art Centre.

Four loads of completed work to be taken to Waikato Society of potters (WSP) for firing and returned.

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

There will be between 10 -15 participants engaged in the programme and is open to anyone who wishes to learn this artform.

The class is facilitated by David Kenny from the Waikato Society of Potters

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

Their are health and wellbeing benefits of pottery for our community

Reduces Stress. All forms of art have physical and mental health benefits, and are helpful when it comes to reducing stress and other worries.

There is a sense of accomplishment. and pride in the process and results

A Form of individual and cultural self expression.

The Art Centre can offer an inclusive and creative environment.

4. 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, eg materials, venue hire, promotion, equipment hire, artist fees and personnel costs.		
Item eg hall hire	Detail eg 3 days' hire at \$100 per day	Amount eg \$300
Tutor Fees	2Hours x 8 @ \$40	640
Travel Costs	10 Hours @ \$25	324.80
Kiln Hire	Waikato Society of Potters	152
Raku Kiln Hire	Waikato Society of Potters	160
Kiln Loading Costs	Waikato Society of Potters	46
Gas for kiln	Raku	48
Glazes	14 x 0.5kg @ \$12	84
Clay White Raku	Waikato Ceramics	147
Venue Hire	2 days @ \$30 per day	52.20
Admin & Procurement	4 Hours @ \$25	100
Total Costs		1754

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 <i>eg ticket sales</i>	Detail <i>eg 250 tickets at \$15 per ticket</i>	Amount <i>eg \$3,750</i>
Class Fees	15 Participants x \$50	652.50
Total Income		\$652.50
Costs less income	This is the maximum amount you can request from CCS	\$1101.50
Amount you are requesting from the Creative Communities Scheme		\$1101.50

5. 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 programmes).

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)
2 April 2019	Community Capacity Building	9233.75	No
2 April 2019	Classes and Community Art Piece	3595.34	No
May 2018	Tutor Fees	4000	Yes
2017	Capacity Building	8900	Yes
2017	Community Classes	5235	Yes

Other financial information

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

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

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.

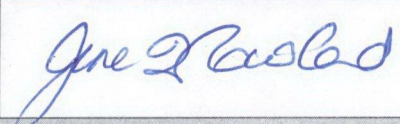
- ☒ I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programmes.
- ☒ I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.

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 (eg 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 brief details about the project may be released to the media or appear in publicity material.
 - ☒ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993

Name

June Rowland

(Print name of contact person/applicant)		(Print name of parent/guardian for applicants under 16 years of age)	
Signed:		Signed:	
(Applicant or arts organisation's contact person)		(Parent/guardians signature for applicants under 16 years of age)	
Date:	23/8/2019	Date:	

Before submitting your application, complete this checklist: *(mark with an X)*

- ☒ My project has an arts or creative cultural focus
- ☒ My project takes place in the local authority district that I am applying to
- ☒ I have answered all of the questions in this form
- ☒ I have provided quotes that match the amount being requested and other financial details
- ☒ I have provided other supporting documentation
- ☒ I have read and signed the declaration
- ☒ I have made a copy of this application for my records
- ☒ I have looked at the Creative Waikato ARTillery workshops

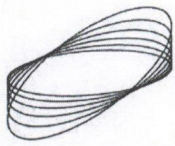
Please send application to: funding@waidc.govt.nz

Alternatively your application can be delivered to one of our Council offices found here www.waikatodistrictcouncil.govt.nz or to:

Lianne van den Bemd, Community Development Advisor, Private Bag 544
Ngaruawahia 3742.

If you have any further questions please contact funding@waidc.govt.nz

0800 492 452- Lianne van den Bemd or I-Jay Huirama.



Pottery with an Engineer
Raku with an Engineer

Quote

David Kenny trading as
Ukhamba.NZ

DATE 22 August 2019

20 Elmwood Crescent
Pukete, Hamilton
0226511495
Ukhamba.NZ@gmail.com

TO Jane Stevens
Twin River arts
18 Herschel Street
Ngaruawahia, Waikato
twinriversartc.t@xtra.co.nz, (07)8247591

8 week Raku class proposal

The proposal is to teach how to make pieces suitable for Raku firing and conventional glazes at the Twin rivers community centre. Seven lessons on making and decorating/glazing pieces. One lesson will be firing the Raku kiln on site. The kiln, sawdust, smoking containers and safety equipment provided. Assumes 4 kiln loads of work per firing. Assumes at least three people will help with setting up and running and packing up the kiln.

Unfinished work to be stored on site. Four loads of completed work to be taken by me to Waikato Society of potters (WSP) for firing and returned.

Labour/Equipment

Description	No.	Qty.	Rate	Amount
Class teaching	8	2 hrs	\$ 40.00	\$ 640.00
travel time to Site	8	0.5 hrs	\$ 23.00	\$ 92.00
travel Km to Site	8	28 Km	\$ 0.40	\$ 89.60
travel to WSP Km	8	16 Km	\$ 0.40	\$ 51.20
travel to WSP time	8	0.5 hrs	\$ 23.00	\$ 92.00
biscuit kiln loading	4	0.5	\$ 23.00	\$ 46.00
biscuit kiln hire (No.5)	4	1	\$ 38.00	\$ 152.00
Raku kiln hire & setup	1	1	\$ 160.00	\$ 160.00
Gas for Raku kiln	4	2 Kg/load	\$ 6.00	\$ 48.00
Total				\$ 1,370.80

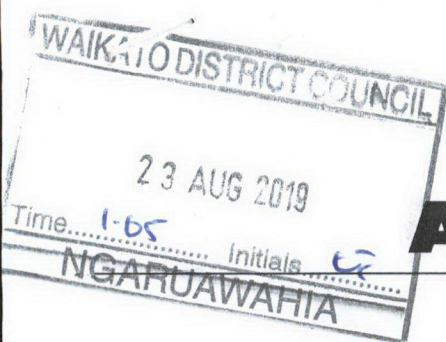
Materials estimates

People 14

2 Kg Clay per person

Description	No.	Qty.	Rate	Amount
Glazes raw material (dry)	14	0.5 Kg	\$ 12.00	\$ 84.00
Clay WHITE RAKU, Feeneys	14	3 Kg	\$ 3.50	\$ 147.00
Total				\$ 231.00

Total \$ 1,601.80



Creative Communities Scheme APPLICATION FORM

Funding for local arts projects

Ngā pūtea mō ngā toi te haukāinga

Read the *Creative Communities Scheme Application Guide*

Before you prepare your application you need to read the *Creative Communities Scheme Application Guide*. This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Complete the *Creative Communities Scheme Application Form*

- Applications can only be submitted using this document (*Creative Communities Scheme*)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example:

- **IMPORTANT – DO NOT edit any text outside of these boxes**
- **If you are unable to type into the boxes provided please print a copy and complete by hand**
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

APPLICANT DETAILS

Name and contact details

Full name of applicant:	<input type="text" value="Te Whare Toi o Ngaruawahia - Twin Rivers Community Art Centre Inc"/>		
Contact person	<input type="text" value="June Rowland"/>		
Street address/PO Box:	<input type="text" value="18 Herschel Street"/>		
Suburb:	<input type="text"/>	Town/City	<input type="text" value="Ngaruawahia"/>
Postcode:	<input type="text" value="3720"/>	Country:	<input type="text" value="New Zealand"/>
Telephone (day):	<input type="text" value="07 824 7591 or 021 222 0191"/>		
Email (must provide)	<input type="text" value="twinriversartc.t@xtra.co.nz"/>		

The Committee advises that you speak in support of your application at the CCS meeting? If you are unable to attend please advise the funding team at funding@waidc.govt.nz

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

<input type="checkbox"/> Council website	<input type="checkbox"/>	<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 detail)	<input type="text" value="Long term Creative Communities applicant"/>	

PROJECT DETAILS

Project name:

The DIY way to reducing the use of Plastics Brunch Series

Brief description of project:

The proposal is to run four Saturday workshops where each one is focused on creating alternative products to use instead of plastic to help reduce our environmental impact on the planet.

Project location, timing and numbers

Venue and suburb or town:

18 Herschel St, Ngaruawahia

Start date:

19 Oct 2019

Finish date:

14 Dec 2019

Number of active participants:

15

Number of viewers/audience members:

The Community

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

<input type="checkbox"/> Literature	<input type="checkbox"/> Music	<input type="checkbox"/> Ngā toi Māori
<input type="checkbox"/> Pacific arts	<input type="checkbox"/> Multi-artform (including film)	<input type="checkbox"/> Theatre
<input type="checkbox"/> Visual arts		

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

<input checked="" type="checkbox"/> Creation only	<input type="checkbox"/> Presentation only (performance or concert)
<input type="checkbox"/> Creation and presentation	<input type="checkbox"/> Presentation only (exhibition)
<input type="checkbox"/> Workshop/wānanga	

Cultural tradition of your project (mark with an X, you can select multiple options)

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

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? **and**
The process/Te whakatutuki how will the project happen?

Each one day Saturday / Sunday workshop will start at 9.30am and finish at 3pm. Lunch to be provided to participants by our volunteers

Workshop One :Cold process soap making and other homemade cleaning ideas

Workshop Two: Honey Wrap making and a simple lip balm.

Workshop Three: Make your own reusable underwear liners.

Workshop Four: Knitted or crochet dishcloths ,scourers and soap savers.

We will be asking the community for donations of cotton fabric and cotton yarn to keep costs affordable.

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

There will be between 10 -15 participants engaged in the programme and is open to anyone who wishes to come

The class will be facilitated by members of the Twin Rivers Art Centre team.

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

There are health and wellbeing benefits to anyone participating in the arts especially when there is the added bonus of helping make the world a more sustainable place.

There is something very satisfying around knowing exactly what is in the products we are using.

The cost of personal care items is very expensive for the women in our community and we would like to encourage as many as possible the ability to learn how to make attractive and affordable alternatives.

We would like to offer the Sanitary pad class at a koha only cost to the community and encourage mothers and daughters to participate together.

4. 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, eg materials, venue hire, promotion, equipment hire, artist fees and personnel costs.
Item eg hall hire	Detail eg 3 days' hire at \$100 per day	Amount eg \$300
Tutor Fees	6 hours x 4 @ \$30	720
Soap Making Material	Extra Virgin Olive Oil	32.17 ex
Supermarket	Coconut Oil	10.43 ex
Lotus Oils	Lavender Oil	48.69 ex
Honey Wraps	Bees Wax Refined White x 2	88.62 ex
Fabric	for Honey wraps and Pads 15 x 1 meter x \$10	130.44 ex
Lip Balm / Lotus Oils	Coco butter x 5	32.50 ex
Underware pads	Organic Cotton and Bamboo Fabric @ \$24.78 per metre	49.56 ex
Venue Hire	4 days @ \$30 per day	108.10 ex
Admin & Procurement	4 Hours @ \$25	100
Total Costs		1320.05

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 <i>eg ticket sales</i>	Detail <i>eg 250 tickets at \$15 per ticket</i>	Amount <i>eg \$3,750</i>
Class Fees	15 Participants x \$20 x 3	888.26
Total Income		\$ 888.26
Costs less income	This is the maximum amount you can request from CCS	\$ 431.79
Amount you are requesting from the Creative Communities Scheme		\$ 431.79

5. 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 programmes).

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)
2 April 2019	Community Capacity Building	9233.75	No
2 April 2019	Classes and Community Art Piece	3595.34	No
May 2018	Tutor Fees	4000	Yes
2017	Capacity Building	8900	Yes
2017	Community Classes	5235	Yes

Other financial information

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

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

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.

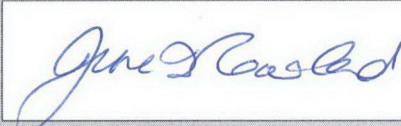
- ☒ I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programmes.
- ☒ I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.

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 (eg 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 brief details about the project may be released to the media or appear in publicity material.
 - ☒ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993

Name

June Rowland

(Print name of contact person/applicant)		(Print name of parent/guardian for applicants under 16 years of age)	
Signed:		Signed:	
(Applicant or arts organisation's contact person)		(Parent/guardians signature for applicants under 16 years of age)	
Date:	23/8/19	Date:	

Before submitting your application, complete this checklist: *(mark with an X)*

- ☒ My project has an arts or creative cultural focus
- ☒ My project takes place in the local authority district that I am applying to
- ☒ I have answered all of the questions in this form
- ☒ I have provided quotes that match the amount being requested and other financial details
- ☒ I have provided other supporting documentation
- ☒ I have read and signed the declaration
- ☒ I have made a copy of this application for my records
- ☒ I have looked at the Creative Waikato ARTillery workshops

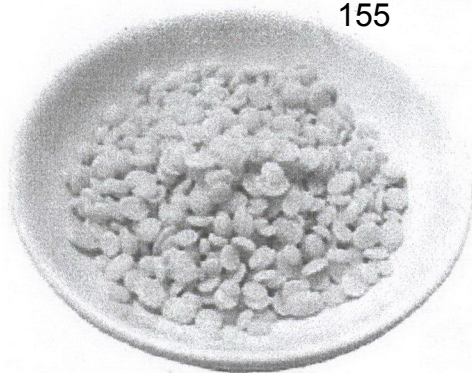
Please send application to: funding@waidc.govt.nz

Alternatively your application can be delivered to one of our Council offices found here www.waikatodistrictcouncil.govt.nz or to:

Lianne van den Bemd, Community Development Advisor, Private Bag 544
Ngaruawahia 3742.

If you have any further questions please contact funding@waidc.govt.nz

0800 492 452- Lianne van den Bemd or I-Jay Huirama.



Cocoa Butter Chips - 100g

\$6.50 (+GST) \$7.48 (incl GST) Prices are in New Zealand Dollars -

✎ 3221006 📌

Size:

Qty:

+ ADD TO CART

Botanical Name: Theobroma cacao

100% Natural Deoderised Cocoa Butter

Easy to use, no more cutting up blocks of Cocoa Butter

Melting Point: 33-36 degrees celsius

♥ **ADD TO FAVOURITES**

(<http://www.lotusoils.co.nz/FavoriteProcess.aspx?OID=3221006&OTYPE=27>)

Related Products

This product has no related products.



DETAILS



SHIPPING



RETURNS



RATINGS

Almond (Sweet) Oil - 500ml

\$15.65 (+GST) \$18.00 (incl GST) Prices are in
New Zealand Dollars -

6714172

Size: Almond (Sweet) Oil - 500ml ▼

Qty: 1

+ ADD TO CART

Botanical Name: *Prunis Amygdalus dulcis*

Extraction Method: Expeller Pressed

Description: Almond Sweet also known as Sweet Almond is an excellent emollient and is known for its ability to soften and re-condition the skin. It is rich in proteins and Vitamin D, and is considered extremely nourishing - particularly when used regularly. Contains Olein Glyceride Linoleic Acid. It can be expected to sooth dry skin and irritated areas. Massage therapists should note that it can stain sheets.

Color: Golden Yellow

Aromatic Description: Sweet Almond has very little scent characteristic of most carrier oils.

Common Uses: Sweet Almond is a very popular, all purpose



¹⁵⁷ New Zealand Beeswax Ltd

Post: 44 Gladstone St South, RD 22, GERALDINE 7992
Factory: 44 Gladstone St South, ORARI, South Canterbury
Phone: 03 693 9189; Fax: 03 693 9780
Email: info@beeswax.co.nz; Web: www.beeswax.co.nz

1 May 2018

Refined Beeswax Pellets Price List

		Price per Kg G.S.T excl	Price per Kg G.S.T incl
Refined White Beeswax Pellets			
25 kg carton lots	per kg	\$33.23	\$38.21
Less than carton lots - 5 - 24 kgs	per kg	\$38.40	\$44.16
Less than carton lots - 1 - 4 kgs	per kg	\$44.31	\$50.96
Refined Yellow Beeswax Pellets			
25 kg carton lots	per kg	\$30.96	\$35.60
Less than carton lots - 5 - 24 kgs	per kg	\$35.77	\$41.14
Less than carton lots - 1 - 4 kgs	per kg	\$41.28	\$47.47
Certified Organic Beeswax Pellets			
25 kg carton lots	per kg	\$41.98	\$48.28
Less than carton lots - 5 - 24 kgs	per kg	\$51.98	\$59.78
Less than carton lots - 1 - 4 kgs	per kg	\$59.98	\$68.98

All grades of beeswax pellets are suitable for cosmetic manufacture, however, the Refined White Pellets will result in a whiter end product.

Pricing above does not include freight charges.

Prices subject to change without notice.

people find it reduces anxiety and improves sleep quality. In addition, it can also be used as a natural perfume or as an air freshener at home. If you only use one essential oil, lavender oil is perfect for you!

158

QUICK LINKS



Lavender 40/42 - 100ml

\$48.69 (+GST) \$55.99 (incl GST) Prices are in
New Zealand Dollars -

3426300

Size: Lavender 40/42 - 100ml ▼

Qty: 1

+ ADD TO CART

Manufacturing: Blended mixture of Lavender Oils (*Lavandula Angustifolia Labiatae*), and other *Lavandula* Spp and Fractions. The ester content is maintained at 40/42 % by adjustment with Linalyl Acetate.

(Also known as Lavender 40/42 Clonal)

Extraction Method: Steam distillation of Freshly cut flowering tops.

Appearance Pale Yellow-Yellow Liquid

♥ ADD TO FAVOURITES

(<http://www.lotus oils.co.nz/FavoriteProcess.aspx?OID=3426300&OTYPE=27>).

Coconut oil



(/)

(/shop/productgroup/17652)



Blue Coconut Coconut Oil Cooking Oil 1L

Refined in New Zealand

\$11.99 ea

\$1.20/100ML

qty ea

Add To Trolley

Ingredients

Nutritional Information

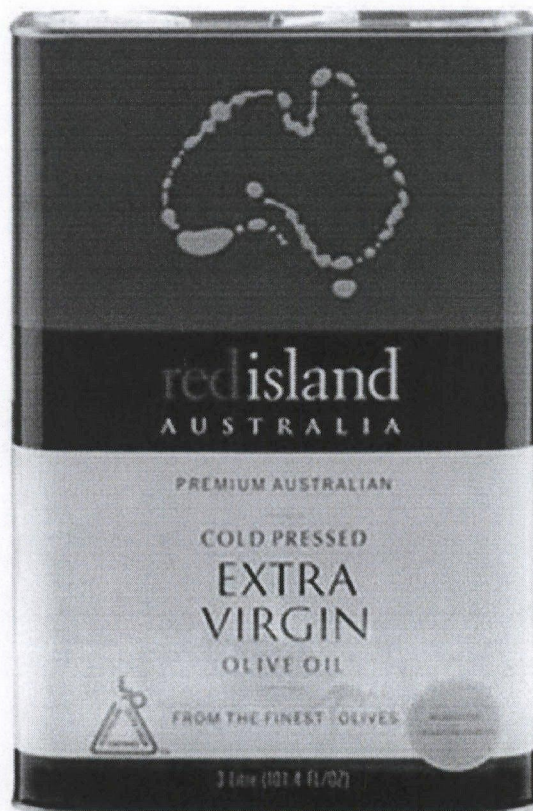
Claims

160



(1)

Olive Oil



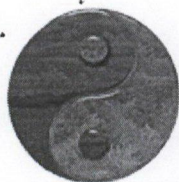
Red Island Olive Oil Extra Virgin 3l

\$36.99 ea**\$1.23/100ML**qty ea

Add To Trolley

Share

(<https://twitter.com/intent/tweet?text=&url=http://shop.countdown.co.nz/shop/productdetails?s>
 ([http://pinterest.com/pin/create/button/?url=http://shop.countdown.co.nz/shop/productdetails?
stockcode=321601&media=http://shop.countdown.co.nz/Content/ProductImages/large/933340400;
Island Olive Oil Extra Virgin](http://pinterest.com/pin/create/button/?url=http://shop.countdown.co.nz/shop/productdetails?stockcode=321601&media=http://shop.countdown.co.nz/Content/ProductImages/large/933340400;Red%20Island%20Olive%20Oil%20Extra%20Virgin))



Harm Less Solutions

Helping you look after yourself and our planet



Menu [Toggle navigation](#)

- [Home](#)
- [Womens Clothing](#)
- [Mens Clothing](#)
- [Childrens Clothing](#)
- [Bamboo Fabrics](#)
- [Eco Wood Treatment](#)
- [2B Insect Repellent](#)
- [DVDs](#)
- [Special Offers](#)

1. [Home](#)
2. [Bamboo Fabrics](#)
3. [165g/m2 Flannel - 100% Bamboo Fabric](#)

- [Blog](#)
- [About Us](#)
- [Testimonials](#)
- [Contact](#)

0 item(s) - NZD \$0.00

• Your shopping cart is empty!

- [Login](#)
- [Join Mailing List](#)
- [Compare](#)
- [Wish List \(0\)](#)

Product Categories

- [Womens Clothing](#)
- [Mens Clothing](#)
- [Childrens Clothing](#)
- [Bamboo Fabrics](#)
- [Eco Wood Treatment](#)
- [2B Insect Repellent](#)
- [DVDs](#)

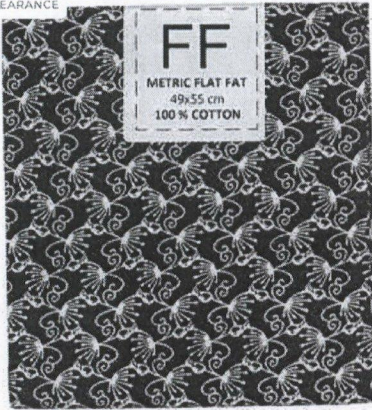


\$24-78 ex
per meter.

Naturals Co Ordinate Flat Fat

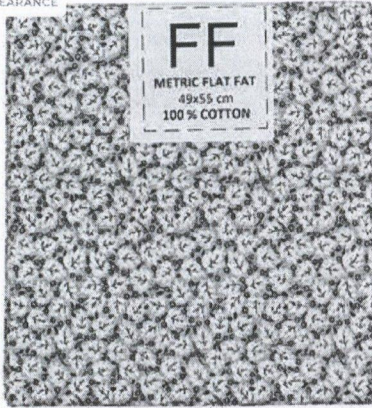
\$3-\$4

CLEARANCE

Mix Monotones Thistle Fat Flat

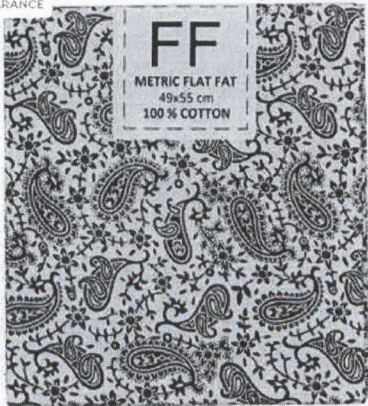
\$3

CLEARANCE

Mix Monotones Leaf Fat Flat

\$3

CLEARANCE

Mix Monotones Berry Fat Flat

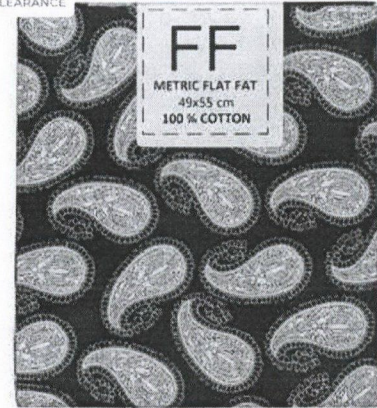
\$3

CLEARANCE

Mix Monotones Poppy Fat Flat

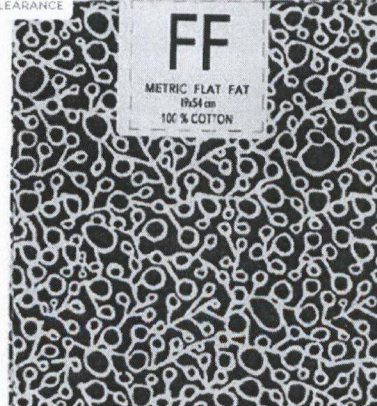
\$3

CLEARANCE

Mix Monotones Paisley Fat Flat

\$3

CLEARANCE



SCANNED

creative
COMMUNITIES nz

Doc No

Creative Communities Scheme

APPLICATION FORM

Funding for local arts projects

Ngā pūtea mō ngā toi te haukāinga

Read the *Creative Communities Scheme Application Guide*

Before you prepare your application you need to read the *Creative Communities Scheme Application Guide*. This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Complete the *Creative Communities Scheme Application Form*

- Applications can only be submitted using this document (*Creative Communities Scheme*)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example:

- **IMPORTANT – DO NOT** edit any text outside of these boxes
- **If you are unable to type into the boxes provided please print a copy and complete by hand**
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

APPLICANT DETAILS

Name and contact details

Full name of applicant:	Te Whare Toi o Ngaruawahia - Twin Rivers Community Art Centre Inc		
Contact person	June Rowland		
Street address/PO Box:	18 Herschel Street		
Suburb:	<input type="text"/>	Town/City	Ngaruawahia
Postcode:	3720	Country:	New Zealand
Telephone (day):	07 824 7591 or 021 222 0191		
Email (must provide)	twinriversartc.t@xtra.co.nz		

The Committee advises that you speak in support of your application at the CCS meeting? If you are unable to attend please advise the funding team at funding@waidc.govt.nz

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

<input type="checkbox"/> Council website	<input type="checkbox"/>	<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 detail)	Long term Creative Communities applicant	

PROJECT DETAILS

Project name:

Term One 2020
Mosaic Workshops

Brief description of project:

In August 2019 we offered a series of one day taster workshops to gauge what kind of art / craft activities our community is interested in attending. They had a great turnout for the Mosaic class and now wish to develop the art form further.

Te Whare Toi o Ngaruawahia - Twin Rivers Community Art Centre wish to offer a one day a week mosaic workshop for 4 weeks, allowing the participants to complete an artwork at their own pace.

Project location, timing and numbers

Venue and suburb or town:

18 Herschel St, Ngaruawahia

Start date:

Finish date:

Number of active participants:

15

Number of viewers/audience members:

The Community

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

<input type="checkbox"/> Literature	<input type="checkbox"/> Music	<input type="checkbox"/> Ngā toi Māori
<input type="checkbox"/> Pacific arts	<input type="checkbox"/> Multi-artform (including film)	<input type="checkbox"/> Theatre
<input type="checkbox"/> Visual arts		

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

<input checked="" type="checkbox"/> Creation only	<input type="checkbox"/> Presentation only (performance or concert)
<input type="checkbox"/> Creation and presentation	<input type="checkbox"/> Presentation only (exhibition)
<input type="checkbox"/> Workshop/wānanga	

Cultural tradition of your project (mark with an X, you can select multiple options)

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

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? **and**
The process/Te whakatutuki how will the project happen?

Funding is needed to cover the costs of our tutor as well as some materials.

The design of the art piece will be of the participants choice with support from the tutor.
 We are suggesting that an outdoor planter be made from a recycled wheel rim.

Participants will learn what suitable substrates are required for mosaic work.
 ie indoor vs outdoor and the appropriate undercoats.

They will learn to sand, paint and prepare the wheel rim to enable tiles to be applied.

learn how to use mosaic cutters and nibblers to shape the tiles.

Methods of attachment to the substrate ie suitable glues and adhesives

Grouting techniques

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

There will be 10 - 15 people engaged in the workshops and is open to anyone who wishes to attend. The class will be facilitated by Bernadette Wood a member of the Twin Rivers team.

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

Creating mosaics can help to improve self-esteem through empowerment, motivation, ownership, and inclusion.

Working together in a group on a mosaic project improves teamwork and communication.

Mosaics are a very versatile project — they can be an individual or collective enterprise, they can be simple or elaborate, or can be made from recycled and found materials.

Any age or ability can take part as mosaics is a totally inclusive medium to create art.

4. 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, eg materials, venue hire, promotion, equipment hire, artist fees and personnel costs.
Item eg hall hire	Detail eg 3 days' hire at \$100 per day	Amount eg \$300
Tutor Fees	24Hours @ \$40	480
Grout	2 x 10KG Bags @45.30 each	78.80 ex gst
Adhesive	6 Liquid nails @ 19.70 each	102.80 ex gst
Substrate	Tyre Rims x 15 @ \$12 each	156.52 ex gst
Bunnings	Tile Nippers x 8 @ 22.65 each	157.57 ex gst
Bunnings	Rust Guard Paint (Metal) 3 x \$18.95	49.44 ex gst
Bunnings	Wire Brushed 2 x \$13.48	23.45 ex gst
Volunteer Place	Complementary Volunteer space	43.50 ex gst
Venue Hire inc cleaning	4 days @ \$30 per day	120
Admin & Procurement	4 Hours @ \$25	100
Total Costs		1312.18

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 <i>eg ticket sales</i>	Detail <i>eg 250 tickets at \$15 per ticket</i>	Amount <i>eg \$3,750</i>
Participant Fees	15x 50	\$652.50
Total Income		\$652.50
Costs less income	This is the maximum amount you can request from CCS	\$659.68
Amount you are requesting from the Creative Communities Scheme		\$659.68

5. 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 programmes).

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)
2 April 2019	Community Capacity Building	9233.75	No
2 April 2019	Classes and Community Art Piece	3595.34	No
May 2018	Tutor Fees	4000	Yes
2017	Capacity Building	8900	Yes
2017	Community Classes	5235	Yes

Other financial information

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

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

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.

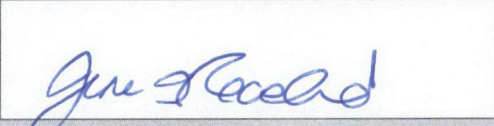
- ☒ I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programmes.
- ☒ I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.

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 (eg 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 brief details about the project may be released to the media or appear in publicity material.
 - ☒ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993

Name

June Rowland

(Print name of contact person/applicant)		(Print name of parent/guardian for applicants under 16 years of age)	
Signed:		Signed:	
	(Applicant or arts organisation's contact person)		(Parent/guardians signature for applicants under 16 years of age)
Date:	23 Aug 2019	Date:	

Before submitting your application, complete this checklist: *(mark with an X)*

- ☒ My project has an arts or creative cultural focus
- ☒ My project takes place in the local authority district that I am applying to
- ☒ I have answered all of the questions in this form
- ☒ I have provided quotes that match the amount being requested and other financial details
- ☒ I have provided other supporting documentation
- ☒ I have read and signed the declaration
- ☒ I have made a copy of this application for my records
- ☒ I have looked at the Creative Waikato ARTillery workshops

Please send application to: funding@waidc.govt.nz

Alternatively your application can be delivered to one of our Council offices found here www.waikatodistrictcouncil.govt.nz or to:

Lianne van den Bemd, Community Development Advisor, Private Bag 544
Ngaruawahia 3742.

If you have any further questions please contact funding@waidc.govt.nz

0800 492 452- Lianne van den Bemd or I-Jay Huirama.

Fwd:

☆ **Bernie Wood** <62berniew@gmail.com>
To Twin Rivers Art Centre

12:28 

►  1 attachment View Open in browser Download

----- Forwarded message -----


From: **Bernie Wood** <62berniew@gmail.com>

Date: Wed, 21 Aug 2019 at 4:33 PM

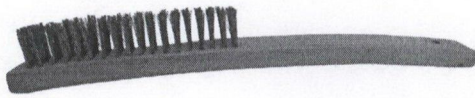
Subject:

To: <62berniew@gmail.com>



BUNNINGS
warehouse **OUR POLICY**
LOWEST PRICES
ARE JUST THE
BEGINNING...**Josco Hand Brush 4 Row Long
Handle Brass**

SKU: 06110549

**\$13.48**

Price correct as at Thu 22 Aug 2019 12:09:28pm

Not all products available in all stores

Contact your nearest store for product information.

Product Description

Josco's Brass Hand Brush with a strong, long wooden handle is great for the removal of rust and scale, paint, burrs and welds from surfaces.

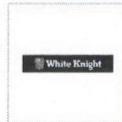
- Removal of welds, rust, scale, burrs and paint
- Brass bristles
- Long wooden handle

People Who Viewed This Item Also ViewedCompare ☐Haydn Wire Brush Brass
Plated Steel Backed

Buy in-store only

\$4.97

BUNNINGS
 warehouse

 OUR
 POLICY
**LOWEST PRICES
 ARE JUST THE
 BEGINNING...**


White Knight Rust Guard 310g Satin Black Epoxy Enamel Spray Paint

SKU: 00905991

\$18.95

Price correct as at Thu 22 Aug 2019 12:54:55pm

Not all products available in all stores

Contact your nearest store for product information.



Colour Matching

Bring in a colour sample and we'll match it

Product Description

White Knight Rust Guard Epoxy Enamel is an aerosol delivered rust inhibiting topcoat that transforms rust into a professional, long lasting colour finish in one easy step.

Great for both renewing rusted surfaces and protecting new metal, White Knight Rust Guard Epoxy Enamel is ideal for use on metal fences, roofs, doors, gutters, downpipes, windows, railings and gates.

- Renews rusted surfaces
- Interior and exterior use
- Protects new metal
- Non chroming formula

People Who Viewed This Item Also Viewed

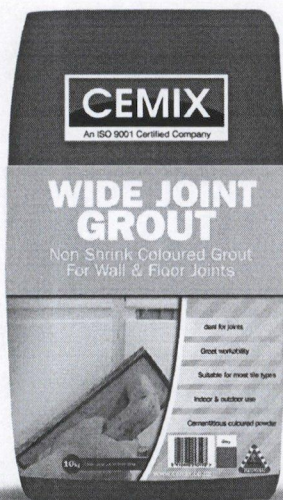
Compare

 Rust-Oleum 340g Flat
 Black 2X Ultra Cover...

Buy in-store only

all or

BUNNINGS
 warehouse

 OUR
 POLICY
**LOWEST PRICES
 ARE JUST THE
 BEGINNING...**


Cemix Wide Joint Grout 10kg Grey

SKU: 00269386

\$45.30

Price correct as at Thu 22 Aug 2019 12:35:53pm

Not all products available in all stores

Contact your nearest store for product information.

Product Description

Cemix Wide Joint Grout is a cementitious grout designed for use with most tile types on interior or exterior walls and floors with grout joint widths 5 – 20mm. The grout is shrinkage compensated which can prevent cracking.

It is typically used for

- Internal wall and floor grouting
- External wall and floor grouting
- Grouting joints 5 – 20mm wide
- Suitable for most tile types
 - Shrinkage compensated which can prevent cracking.
 - Great workability
 - Coloured
 - Easy to use
 - Unsanded formula suitable for most tile types

People Who Viewed This Item Also Viewed

Compare ☐
 Cemix Wide Joint Grout
 10kg White

BUNNINGS
 warehouse


Selleys Liquid Nails 310g Mirror Metal and Glass Construction Adhesive

SKU: 00580923

\$19.70

Price correct as at Thu 22 Aug 2019 12:19:31pm

Not all products available in all stores

Contact your nearest store for product information.

Product Description

Selleys Liquid Nails Mirror-Metal-Glass is a premium grade, high strength construction adhesive that has non-corrosive properties when being used on mirrors. Most other construction adhesives do not have this capability and will de-silver the mirror. Mirror Metal Glass is heat and steam resistant which is important when fixing mirrors to walls in bathrooms.

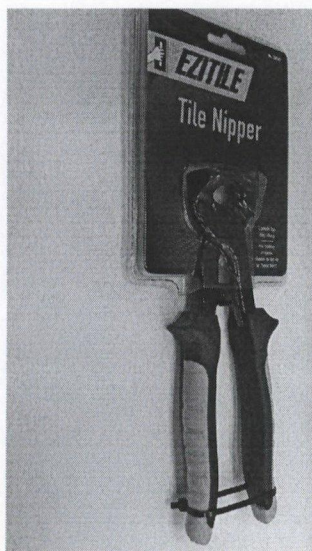
- For fixing mirrors to walls as it will not discolour mirrors
- Has excellent adhesion with strong vertical hold
- High temperature and UV resistance 60°C to 150°C, so it can be used inside and outside the home
- The only task-specific construction adhesive on the market for mirrors, metal and glass

People Who Viewed This Item Also Viewed

Compare ☐
 Stein 900 x 1200mm
 Polished Edge Mirror

Buy in-store only

\$68

BUNNINGS
warehouse**OUR PRICE**
LOWEST PRICES
ARE JUST THE
BEGINNING...

Ezitile Tile Nipper

SKU: 00281253

\$22.65

Price correct as at Thu 22 Aug 2019 12:11:17pm

Not all products available in all stores

Contact your nearest store for product information.

Product Description

Ideal for cutting irregular shapes in tiles up to 25mm thick.

- Ergonomic handle to fit your hand
- Carbide tipped
- A quality tool for the serious tilere serious tiler

People Who Viewed This Item Also Viewed

Compare ☐Ezitile Narrow Cut Tile
Nipper

Buy in-store only

\$19.86

Compare 

Ezitile Curved Cut Tile
Nipper

Buy in-store only

~~\$26.76~~

Compare 

Ezitile Tile Cutter/breaker
Hand Held

Buy in-store only

~~\$19.35~~

Compare 

Ezitile Glass Tile Nipper

Buy in-store only

~~\$19.86~~

Compare 

Roberts 8" Tile Glass
Nipper

Buy in-store only

~~\$19.86~~

Creative Communities Scheme

APPLICATION FORM

Funding for local arts projects

Ngā pūtea mō ngā toi te haukāinga

Read the *Creative Communities Scheme Application Guide*

Before you prepare your application you need to read the *Creative Communities Scheme Application Guide*.

This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Complete the *Creative Communities Scheme Application Form*

- Applications can only be submitted using this document (*Creative Communities Scheme*)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example: Type your answer here

- **IMPORTANT – DO NOT edit any text outside of these boxes**
- **If you are unable to type into the boxes provided please print a copy and complete by hand**
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

APPLICANT DETAILS

Name and contact details

Full name of applicant:	Friendship House (Huntly) Community Charitable Trust		
Contact person	Evelyn Shead		
Street address/PO Box:	55 William Street		
Suburb:	Huntly	Town/City	Huntly
Postcode:	3700	Country:	New Zealand
Telephone (day):	07 8287559		
Email (must provide)	Arts.huntly@gmail.com		

The Committee advises that you speak in support of your application at the CCS meeting? If you are unable to attend please advise the funding team at funding@waidc.govt.nz

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

<input checked="" type="checkbox"/> Council website	<input type="checkbox"/>	<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 type="checkbox"/> Other (please provide detail)	<div style="border: 1px solid black; height: 20px;"></div>	

PROJECT DETAILS

Project name:

Creative Huntly

Brief description of project:

To provide people in our community with opportunities to learn about and engage in different art forms. Learning techniques, histories and skills through a series of workshops and classes.

Project location, timing and numbers

Venue and suburb or town:

Friendship House and
Huntly West HUB

Start date:

20th January 2020

Finish date: 20th July 2020

Number of active participants:

148

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

Art-form 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)

<input type="checkbox"/> Creation only	<input type="checkbox"/> Presentation only (performance or concert)
<input checked="" type="checkbox"/> Creation and presentation	<input type="checkbox"/> Presentation only (exhibition)
<input type="checkbox"/> Workshop/wānanga	

Cultural tradition of your project (mark with an X, you can select multiple options)

European:	<input type="checkbox"/> Detail:	<input type="text"/>
Māori:	<input checked="" type="checkbox"/> Detail:	Korowai and Flax Weaving
Pacific Island:	<input type="checkbox"/> Detail:	<input type="text"/>
Asian:	<input type="checkbox"/> Detail:	<input type="text"/>
Middle Eastern/Latin American/African:	<input type="checkbox"/> Detail:	<input type="text"/>
Other:	<input checked="" type="checkbox"/> Detail:	Various art-forms from various cultures

1. **The idea/Te kaupapa: What do you want to do? and The process/Te whakatutuki how will the project happen?**

Creative Huntly wants to continue to grow the Huntly art scene over a 6 month period by holding a variety of classes to engage the community in different art forms and their associated techniques, histories and skills. We would also like to expand our art programme's to engage more viewers by utilizing our connection with the Waikato District Huntly Library and having more works exhibited to the public, this will also draw more people into the Library and create opportunities for conversation.

Our community has many people of low socioeconomic back-grounds that would benefit from learning skills and techniques associated with the arts. Many would also benefit from engaging with tutors and other participants thus reducing social isolation.

The arts we are looking to find funding for over the 6 month period are as follows:

Kids art club at the Huntly West Hub (Tuesdays) and at the Friendship House (Mondays) terms 1 and 2 2020.

We feel that it is important to continue our classes with these children as many of them do not have the means to attend some of our other classes. We try to incorporate as many art-forms as we can over the year so they can develop their creativity and pride in what they achieve through these classes. Although we attempt to source as many resources as possible, due to the affordable nature of these particular classes, they will always require additional funding.

Flax Weaving for Kids x2 (One at Friendship House, One at HUB). We have decided to hold 2 children's flax classes in the school holidays as these classes are extremely good for our culturally diverse community. As the materials and venue are donated we are only looking to fund tutor costs.

Korowai 3 Week Workshops x2. We have had this class in August 2019 and it filled within the hour so the demand is there. We have a very talented tutor to share her knowledge and techniques. This class will showcase New Zealand's cultural history and provide a unique learning opportunity for the participants. As the materials are quite expensive for this class we will be looking at funding for the tutors and materials. We will also look at exhibiting the works in the Huntly Library for the whole community to enjoy.

Mandela Garden art 6 week workshop series (New Class as requested via feedback). This class will learn the art of Mandela, which is used widely around the world to promote mindfulness and wellness. Mandela art uses geometric patterns in circle designs which help relax and center the participant as they create. This is going to be a great class to really promote art for mental health and are looking for both tutor costs and materials.

Cake Decorating one day workshop (New class). This is a workshop that has been requested many times so we would like to hold one at the beginning of 2020. In this class participants will learn 2 types of icing techniques as well as a variety of decorating techniques, piping styles and other tricks of the trade. As the costs are a bit higher than anticipated we would be asking for funding for both tutoring and materials.

Raku 6 week workshop series (New class). We have completed a number of clay classes at the Friendship House and are looking to branch out and learn new pottery styles and glazing techniques. This class will enable us to offer a new skill to our community members and we have found that pottery is a great way for our community members to relax and socialize. We will be looking for funding for tutoring and materials as this is quite a specialized artform.

Cookie making and decorating with kids. This class will be held during the Easter school holidays and help teach children an alternative to store brought Easter eggs. This class will cover cooking basics and the art of cookie decorating using various tools and techniques. We aim to keep this class all inclusive so in order to offer it at an affordable rate we are looking to fund the tutor costs and the majority of the ingredients.

We deliver a variety of other classes through our Creative Huntly project including Youth Painting and Sketching - Beginners, Youth Painting and Sketching - Advanced, Mosaics club every Friday, Sewing Basics, Photography Competitions, Drama Classes, Art themed fun days and more. The reason these are not included in this funding application is that we like to self fund as much of our art programme's as possible. We work extremely hard to source resources via donation and volunteers to share artistic talents. This enables us to deliver a wide range of arts to our community without having to solely rely on funders.

We have increased our fees across the majority of the classes we run except the kids arts (7-14 years 5 and 6 years with a parent helper), as we feel increasing the kids arts costs will result in excluding a portion of the children in our community.

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

Art club terms one and two will be slightly different in 2020 as our art coordinator Evelyn will be away on Maternity leave. We will have the lovely Marilyn Cleaver in to teach our students to keep the art club going. Marilyn has many years of teaching under her belt and was a primary school teacher before her retirement. Marilyn will work off the same concept as Evelyn teaching arts in themes per term. In the past we have had terms covering comic strip making (literature), Drama (performance arts), Clay and Mosaics (arts and crafts) just to name a few.

Kids flax weaving will be done by our tutor Mary Marshall. We have held many flax classes with Mary and have received great feedback including "Loved it. Something I have been wanting to learn for a very long time. So pleased to be finally able to learn with such a talented tutor."

Korowai will be taught by our current tutor Josann who is based in Ngaruawahia.

Mandela, cookie decorating and cake decorating will be taught by our multi talented tutor Belinda King who has held a variety of classes for us over the past year. Belinda is a great tutor with a wide range of skills in many art forms. She works great with both Adults and children alike and we have always received glowing feedback for any class she has taught. Such feedback included "Belinda was very organised and had everything we needed to succeed. She was also very open for us to try our own styles and create our own likes."

Raku will be taught by the Waikato Potters Society's David. Who is very experienced and knowledgeable in all things clay.

There will be a variety of participants involved and our projected class numbers are as follows:

Kids art club HUB and Friendship House for both terms - 48 participants

Kids Flax weaving - 24 participants

Korowai - maximum 12 participants due to the intricate nature of the art.

Mandela Garden Art - 10 participants due to the complexity of the art and only having one tutor.

Cake Decorating - 10 participants

Raku - 14 participants

Cookie Making with kids - 15 per class, so 30 all up.

The estimated participants who will view the products of these workshops is unconfirmed due to the widespread ways we exhibit such as the local paper, displays in the Huntly Library and various online platforms.

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

We have a wide network of contacts in Huntly that are happy to help advertise for no cost they are as follows: TK Chatta, Kimihia school, Huntly primary school, Huntly west school, Ohinewai school, Huntly College, St John opp shop, numerous businesses in town, the BNZ digital notice board, the Huntly library digital notice board, numerous Huntly facebook pages, neighbourly online and of course good old word of mouth. These contacts enable us to reach a wide range of our community and achieve access and diversity across our workshops with participants of all ages.

We also use events pronto online which enables us to easily collect information from participants as they register allowing us to regularly update our email database so we can inform people directly of upcoming workshops.

These workshops are all inclusive of our entire community and surrounding districts we try very hard to run enough of a variety to suit all ages and skill levels in the community.

Participants will get to learn from tutors experienced in their chosen art to ensure they go home with all the knowledge needed to continue with the art-form.

4. 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, eg materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
Item eg hall hire	Detail eg 3 days' hire at \$100 per day	Amount eg \$300
Art Club Tutorage	40 weeks worth at 1.5 Hours per week @ \$25 per hour	\$1,500.00
Art Club Resources	Misc Materials eg: pencils, scrapbooks...	\$400.00
Flax Weaving Tutorage	\$30 per hour x6 hours	\$180.00
Mandela Tutorage	\$25 per hour x12 hours	\$300.00
Mandela Resources	Misc Materials for workshop eg: paint ply doweling etc...	\$200.00
Cake Tutorage incl equipment hire	5 hours @ \$30 per hour	\$150.00
Cake making and Decorating Resources	Icing Sugar, Fondant, Butter, Eggs, Sugar etc...	\$250.00
Korowai Tutorage	18 Hours @ \$25 per Hour	\$450.00
Korowai Materials	Feathers, cord, material, Lace, Leather etc... for 12 people	\$600.00
Kids Cookie Tutor and equipment hire	4 hours at \$30 per hour	\$120.00
Raku Tutorage	12 hours @ \$40 per hour	\$480.00
Travel time	7 hours @23 per hour	\$161.00
Kms	388km @ \$0.40	\$155.20
Biscuit Kiln loading	1 hour @ \$23	\$23.00
Biscuit Kiln Hire	2x \$38	\$76.00
Raku Kiln hire and setup	2x \$160	\$320.00

Gas for Raku kiln	8x 2kg load @ \$6per kg	\$96.00
Materials for Raku	Glazes and Clay	\$106.75
Total Costs		\$5,767.95

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 fund-raising. Do not include the amount you will be requesting from CCS.	
Income <i>eg ticket sales</i>	Detail <i>eg 250 tickets at \$15 per ticket</i>	Amount <i>eg \$3,750</i>
Kids art club attendance	2 terms at 2 venues = 48 children @ \$7.50 each	\$360.00
Flax Weaving	24 participants @ \$5 each	\$120.00
Mandela art	10 Participants @ \$25 each	\$250.00
Cake Decorating	10 Participants @ \$25 Each	\$250.00
Korowai workshop	12 Participants @ 30 (increased cost)	\$360.00
Cookie decorating	30 participants @ \$5 each	\$150.00
Raku Participants	14 participants @ \$60 each	\$840.00
Other Funding		\$0.00
Total Income		\$2,330.00
Costs less income	This is the maximum amount you can request from CCS	\$3,437.95
Amount you are requesting from the Creative Communities Scheme		\$3,437.95

5. 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 programmes).			
Date applied	Who to	How much	Confirmed/unconfirmed
Have not yet applied	We will look at sourcing funding for the shortfall if necessary via Harcourts, placemakers, donations and other private funders.	Undetermined	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)
May 2017	Creative Huntly	2431.00	Yes
October 2017	Creative Huntly	6300.00	Yes

April 2018	Creative Huntly	4000.00	Yes
October 2018	Creative Huntly	5319.55	No YES
March 2019	Creative Huntly	4570.50	No

Other financial information

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

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

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.

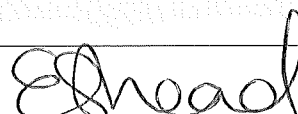
- ☒ I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programmes.
- ☒ I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.

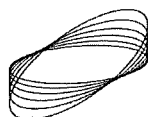
If this application is successful, I/we agree to:

- ☒ 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 (eg 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 brief details about the project may be released to the media or appear in publicity material.
 - ☒ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993

Name

Evelyn Sheard





Pottery with an Engineer

Quote

David Kenny trading as
Ukhamba.NZ

DATE 6 August 2019

Quote QUKH0021

20 Elmwood Crescent
Pukete, Hamilton
0226511495
Ukhamba.NZ@gmail.com

TO Evelyn Shead
Huntley Friendship House
55 William St
Huntly 3700
arts.huntly@gmail.com 07-828 7559

6 week Raku class proposal

The proposal is to teach how to make pieces suitable for Raku firing at Huntley Friendship House. Four lessons on making and decorating/glazing pieces. The fourth and sixth lesson will be firing the Raku kiln on site. The kiln, sawdust, smoking containers and safety equipment provided. Assumes 4 kiln loads of work per firing. Assumes at least three people will help with setting up, running and packing up the kiln.

Unfinished work and clay to be stored on site. Two loads of completed work to be taken by me to Waikato Society of potters (WSP) for biscuit firing and returned. On days to be agreed on in the fourth term.

Labour/Equipment

Description	No.	Qty.	Rate	Amount
Class teaching	6	2 hrs	\$ 40.00	\$ 480.00
travel time	6	1 hrs	\$ 23.00	\$ 138.00
travel Km	6	60 Km	\$ 0.40	\$ 144.00
travel to WSP Km	2	14 Km	\$ 0.40	\$ 11.20
travel to WSP time	2	0.5 hrs	\$ 23.00	\$ 23.00
biscuit kiln loading	1	1	\$ 23.00	\$ 23.00
biscuit kiln hire (No.5)	2	1	\$ 38.00	\$ 76.00
Raku kiln hire & setup	2	1	\$ 160.00	\$ 320.00
Gas for Raku kiln	8	2 Kg/load	\$ 6.00	\$ 96.00
Total				\$ 1,311.20

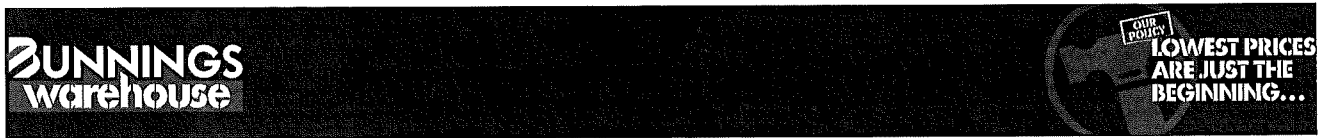
Materials estimates

People 14

2 Kg Clay per person

Description	No.	Qty.	Rate	Amount
Glazes raw material (dry)	14	0.25 Kg	\$ 9.50	\$ 33.25
Clay WHITE RAKU, Feeneys	14	1.5 Kg	\$ 3.50	\$ 73.50
Total				\$ 106.75

Total \$ 1,417.95



Dulux Duramax 340g Flat Black High Performance Enamel Spray Paint

SKU: 01400717

\$16.50

Price correct as at Tue 30 Jul 2019 12:25:51pm

Not all products available in all stores

Contact your nearest store for product information.



Colour Matching

Bring in a colour sample and we'll match it

Product Description

Dulux Duramax High Performance Enamel is a premium spray paint that provides long lasting colour, excellent coverage on wood, metal and most plastic, and dries ten times faster than an alkyd spray paint, meaning your projects are completed quicker and more easily.

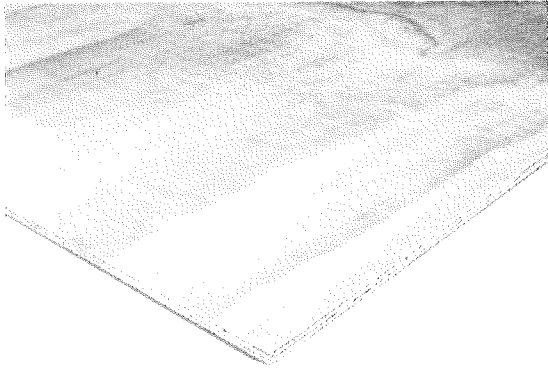
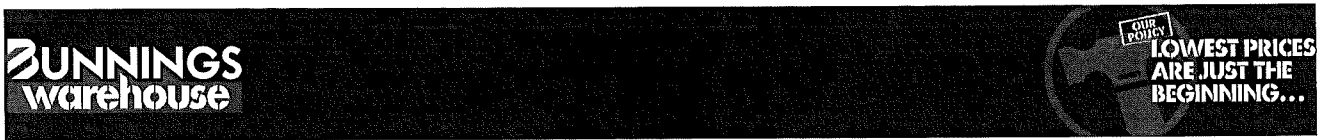
The comfort tip with a wider finger pad delivers an even coat of paint and reduces fatigue, and the polishable finish ensures the topcoat retains a smooth, brilliant sheen.

- Dries 10X faster than normal spray paint
- Projects ready to use in 1 hour
- Bonds to wood, metal and most plastic
- Maximum coverage
- Long lasting colour

People Who Viewed This Item Also Viewed

Compare ☐

Rust-Oleum 340g Flat
Black 2X Ultra Cover...

**I BUILT**

2440 x 1200mm 7mm Structural Untreated CD J-Ply Plywood

SKU: 00327865

\$39.³²

Price correct as at Tue 30 Jul 2019 12:27:07pm

Not all products available in all stores

Contact your nearest store for product information.

Product Description

7mm thick Structural Plywood made in NZ from Radiata Pine. Untreated for interior use. Sanded surface best for a paint finish. Ideal for interior cladding and bracing

- Manufactured in New Zealand from New Zealand grown timber
- FSC certified. Assurance that the plywood is produced from renewable and well managed forests.
- Meets Australian and New Zealand standard: AS/NZS 2269.0:2012.
- Easy to cut and fix with normal woodworking tools

People Who Viewed This Item Also Viewed

Compare ☐

2440 x 1200 7mm
Structural H3.2 Plywood

Buy in-store only

\$45.⁷⁰



[Home](#) > Testpot Adrenalin 55ml/60ml

Testpot Adrenalin 55ml/60ml

Resene Adrenalin is a razor sharp slice of fluoro orange for those who are bold and dynamic.
IN STOCK

\$4.60

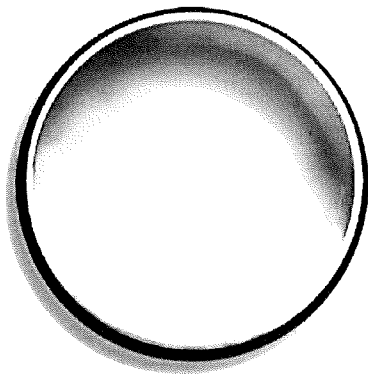
Qty

1

Add to Cart

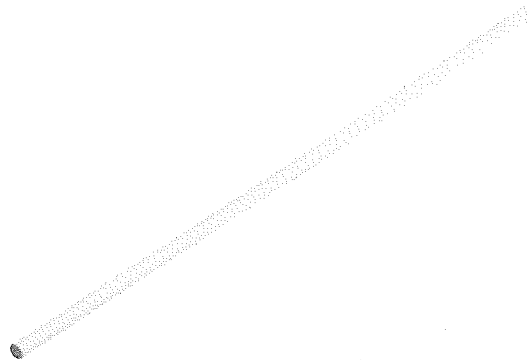
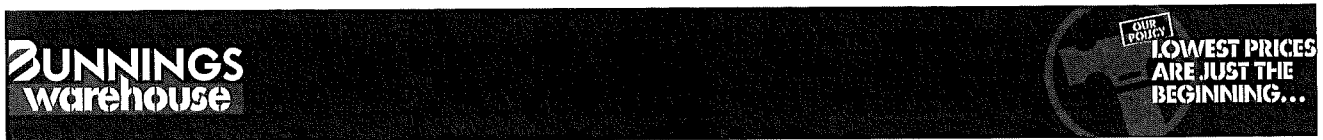
[Add to Wish List](#)

☒ Email



Testpot Adrenalin 55ml/60ml

[Details](#)



HUME PINE

4 x 4mm Pinetrim Pine Dowel - 1.2m

SKU: 00293680

\$2.50

Price correct as at Tue 30 Jul 2019 12:13:30pm

Size: 1.2m

Not all products available in all stores

Contact your nearest store for product information.

Product Description

Manufactured from a sustainable resource, Pinetrim Radiata Pine is a versatile finishing timber product which is kiln dried and machine finished to provide a product that is suitable for painting or staining and is easy to work with.

- UT chemical free
- Ready to paint or stain
- Clear timber, defect free

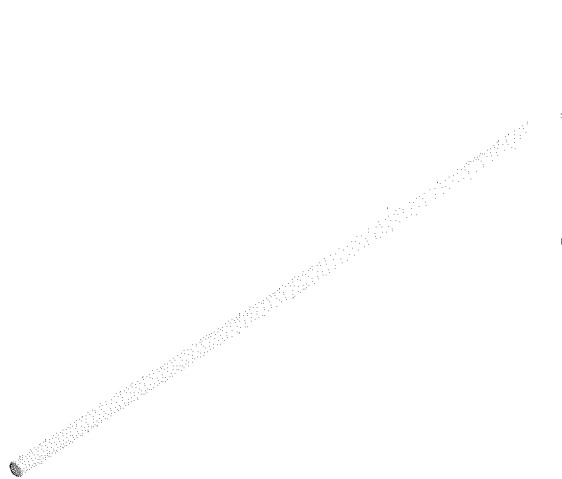
People Who Viewed This Item Also Viewed

Compare ☐

Hume Pine 6mm
Pinetrim Dowel - 1.2m

Buy in-store only

\$2.50



HUME PINE

Hume Pine 6mm Pinetrim Dowel - 1.2m

SKU: 00293689

\$2.50

Price correct as at Tue 30 Jul 2019 12:14:22pm

Size: 1.2m

Not all products available in all stores

Contact your nearest store for product information.

Product Description

Manufactured from a sustainable resource, Pinetrim Radiata Pine is a versatile finishing timber product which is kiln dried and machine finished to provide a product that is suitable for painting or staining and is easy to work with.

- UT chemical free
- Ready to paint or stain
- Clear timber, defect free

People Who Viewed This Item Also Viewed

Compare ☐

Educraft Wooden
Dowels 20pc

Buy in-store only

\$6.50

BUNNINGS
warehouse

HOME PINE

Pinetrim 8mm Dowel - 1.8m

SKU: 00293703

\$3.75

Price correct as at Tue 30 Jul 2019 12:22:27pm

Size: 1.8m

Not all products available in all stores

Contact your nearest store for product information.

Product Description

Manufactured from a sustainable resource, Pinetrim Radiata Pine is a versatile finishing timber product which is kiln dried and machine finished to provide a product that is suitable for painting or staining and is easy to work with.

- UT chemical free
- Ready to paint or stain
- Clear timber, defect free

People Who Viewed This Item Also ViewedCompare ☐Educraft Wooden
Dowels 20pc

Buy in-store only

\$6.50



Pinetrim 10mm Dowel - 1.8m

SKU: 00293716

\$3.93

Price correct as at Tue 30 Jul 2019 12:19:12pm

Size: 1.8m

Not all products available in all stores

Contact your nearest store for product information.

Product Description

Manufactured from a sustainable resource, Pinetrim Radiata Pine is a versatile finishing timber product which is kiln dried and machine finished to provide a product that is suitable for painting or staining and is easy to work with.

- UT chemical free
- Ready to paint or stain
- Clear timber, defect free

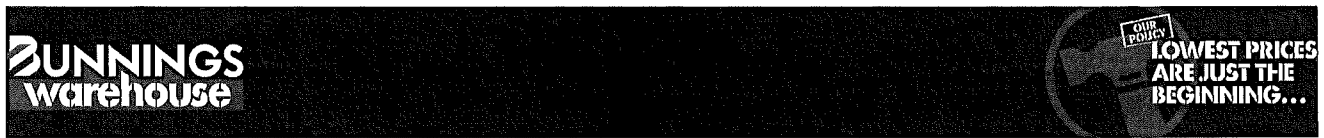
People Who Viewed This Item Also Viewed

Compare ☐

Educraft Wooden
Dowels 20pc

Buy in-store only

\$6.50



Pinetrim 20mm Dowel - 1.2m

SKU: 00293762

HUME PINE

\$8.94

Price correct as at Tue 30 Jul 2019 12:20:20pm

Size: 1.2m

Not all products available in all stores

Contact your nearest store for product information.

Product Description

Manufactured from a sustainable resource, Pinetrim Radiata Pine is a versatile finishing timber product which is kiln dried and machine finished to provide a product that is suitable for painting or staining and is easy to work with.

- UT chemical free
- Ready to paint or stain
- Clear timber, defect free

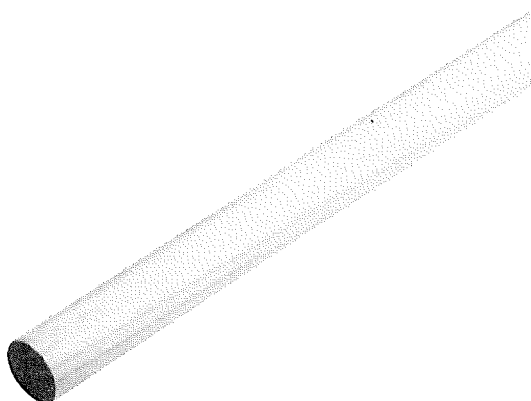
People Who Viewed This Item Also Viewed

Compare ☐

Pinetrim 25mm Dowel -
1.8m

Buy in-store only

\$18.66



HUME PINE

Pinetrim 25mm Dowel - 1.8m

SKU: 00293791

\$18.66

Price correct as at Tue 30 Jul 2019 12:24:17pm

Size: 1.8m

Not all products available in all stores

Contact your nearest store for product information.

Product Description

Manufactured from a sustainable resource, Pinetrim Radiata Pine is a versatile finishing timber product which is kiln dried and machine finished to provide a product that is suitable for painting or staining and is easy to work with.

- UT chemical free
- Ready to paint or stain
- Clear timber, defect free

People Who Viewed This Item Also Viewed

Compare ☐

Educraft Wooden
Dowels 20pc

Buy in-store only

\$6.50

Open Meeting

To	Creative Communities Scheme Assessment Committee
From	Clive Morgan General Manager Community Growth
Date	9 September 2019
Prepared by	Lianne van den Bemd Community Development Advisor
Chief Executive Approved	Y
DWS Document Set #	CDR0502 / 2347230
Report Title	Creative Communities Scheme Assessments – September 2019

1. EXECUTIVE SUMMARY

The purpose of this report is to provide the Committee with guidance for making decisions on funding applications received.

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received.

3. BACKGROUND

The Creative Community Scheme Assessment Committee operates two funding rounds per year. This is the first funding round for 2019/2020 Financial Year. The criteria and rules of the scheme must be met and taken into account when making decisions.

4. DISCUSSION AND ANALYSIS OF OPTIONS

A ranking/weighting document is attached (Assessor Ranking Sheet) to each application. The Committee is required to consider this when ranking the applications - based on the following extract from the Assessors Guide (2016 – 2019: Pages 6-12), which *meets the requirements in a consistent and objective manner*.

In particular, page 2 of the Assessors Guide, advises:

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.

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.

5. CONSIDERATION

5.1 FINANCIAL

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

If the amount requested is in excess of the fund some form of scaling down may be necessary. There is \$33,300.50 (exclusive of GST) available for distribution in this funding round. Eleven (11) applications have been received. The total amount being requested for round one is \$31,311.70.

It is to be noted that, this is the last Creative Community Scheme Committee Meeting for the 2016-2019 triennial. I refer you to Waikato District Council's Delegations Register below (last updated May 2019) extracted from pages 50-51. In particular, item 2 under *Appointments are made as follows*.

CREATIVE COMMUNITIES ASSESSMENT SCHEME COMMITTEE

Pursuant to Clause 30 of Schedule 7 of the Local Government Act 2002, the Waikato District Council appoints the Creative Communities Assessment Scheme Committee.

Council delegates the authority to the Creative Communities Scheme Assessment Committee to:

- 1 Consider and decide on applications before it and distribute in accordance with the criteria for funding, the funds allocated from the Creative Communities New Zealand Scheme.***
- 2 Membership of the Committee shall comprise of:***
 - *Two elected Councillors*
 - *Two Iwi representatives*
 - *One Arts Council representatives and*
 - *Four community representatives*

The appointments are to be made as follows:

- 1 The Council shall appoint two members (i.e. elected councillors) of the Discretionary & Funding Committee to the Creative Communities Assessment Scheme Committee as part of the normal appointments process following each triennial general election.
- 2 Immediately following each triennial general election, the Committee shall retire, with representatives being sought and appointed on the following rotational basis:
 - (a) The Iwi representatives shall retire and Waikato-Tainui shall be asked to appoint two replacements. These could be the previously appointed members provided they have not served for more than two terms.
 - (b) One Raglan Arts Council representative shall retire and the Arts Council shall appoint a new representative. This could be the previously nominated member
 - (c) All community representatives shall retire and replacements shall be nominated. These could be the previously nominated members provided they have not served for more than two terms.

The newly-elected councillors and the newly-appointed Iwi and Arts Council representatives will be appointed automatically to the Creative Communities Scheme Assessment Committee.

The newly-elected Creative Communities Scheme Assessment Committee representatives shall receive the nominations for the four community representatives. The Creative Communities Scheme Assessment Committee shall appoint the four community representatives from the nominations received.

The Creative Communities Scheme Assessment Committee shall provide a report to the Discretionary & Funding Committee to advise of the four community representative appointments.

The Creative Communities Scheme Assessment Committee shall provide an update to the Discretionary & Funding Committee after each meeting.

Appointments confirmed 1 November 2016

Discretionary & Funding Deputy Chairperson
 Awaroa ki Tuakau Ward Councillor – Cr Henderson
 Community representatives – Judi Muru, Clare Du Bosky and Catherine Lang
 Raglan Arts Council – Maureen Soanes
 Iwi (2) – Delwyn Abraham and Miriam Turner

5.2 LEGAL

Pursuant to schedule 7, clause 30 of the Local Government Act 2002, Council has the authority to delegate the administration of Creative Communities New Zealand funds to a Committee or delegated during meetings.

5.3 POLICY & PARTNERSHIP ALIGNMENT

Policy reference WDC0710/20.

6. CONCLUSION

Before a clear decision can be reached in regards to funding allocation levels, investigation of each application is required.

7. ATTACHMENT

Creative Communitess Scheme: Assessor Ranking Sheet – September 2019

Applicant name	Project title	Selected criterion	The Idea	Process	People	Criteria	Budget	Score out of 20	Amount requested	Amount recommended	Assessor comments
Tamar Lazarus	The Soundsystem Project NZ Commencing: 9 February 2020 – 16 February 2020								\$4,818.00		
Raglan Community Arts Council	Clay art skills workshops for young people - preschool to youth Commencing: Terms 1 & 2 2020								\$4,157.00		
Te Kauwhata & Districts Information & Support Centre	Toi Ako Te Kauwhata – Community Arts Programme Commencing: Term 4 2019 & Term 1 2020								\$7,500.00		
Ruth Hare	Youth Theatrical Production workshops/performance Commencing: October – 2 December 2019								\$5,256.30		
Rangi Moanaroa	A collection of Poems – The Quiet Corner Commencing: 1 October 2019 – 1 May 2020								\$146.60		
Cutting Edge Textiles	Fabric Painted Imagery, Tea and Ephemera 2 day workshop Commencing: 22 February 2020 – 23 February 2020								\$2,727.00		

Applicant name	Project title	Selected criterion	The Idea	Process	People	Criteria	Budget	Score out of 20	Amount requested	Amount recommended	Assessor comments
Twin Rivers	Holiday Programme Creative Signage for the Art Centre - Commencing: Term Four 1 October – 2 October 2019								\$1,075.86		
Twin Rivers	Community Pottery Classes - Term Four Commencing: 17 October – 5 December 2019								\$ 1,101.50		
Twin Rivers	The DIY way to reducing the use of Plastics Brunch Series Commencing: 19 October – 14 December 2019								\$ 431.79		
Twin Rivers	Mosaic Workshops Commencing: Term One - 2020								\$ 659.68		
Friendship House (Huntly) Community Charitable	Creative Huntly Community Workshops Commencing: 20 January 2020 – 20 July 2020								\$3,437.95		

Total \$31,311.70

Instructions:

1. Complete ranking for each application – based on the following Assessors Guide (Pages 6-12)
 2. Email completed ranking sheet **by Monday 23 September 2019** - funding@waidc.govt.nz
- Lianne can then format the markings into a spreadsheet for the scheduled assessment meeting.