



EGMONT COMMUNITY ARTS COUNCIL

Application for Funding

Name of Organisation/Individual:

.....

Description of activity/project

A full description of the project or activity you are seeking funding for:

.....
.....
.....
.....
.....

Continue on separate sheet if necessary.

Amount applied for (maximum \$500.00 per application):

Grant or **GAL?** (*please circle one*)

1) A full budget for project/event:

i) Project income

.....
.....

ii) Personal/organisations funds to be used:

.....
.....

iii) Travel costs (where relevant):

.....
.....

iv) Venue and equipment hire (where relevant):

.....
.....

2) Details of the key people (artist/producer/tutor involved):

.....
.....

3) Any other information relevant to the application:

.....
.....
.....

Person responsible for application:

Address for further correspondence:

.....

Phone: Home: Work:

Main activities of your organisation:

.....

.....

Contact details: Please give the name of a referee who can give further information.

Please note that consent must be obtained from the said person under the Privacy Act

Name:

Address:

Phone: Home Work

Ethnicity of Applicant:

- Maori
- Pacific Island
- NZ European/Pakeha
- Other (please specify).....

Ethnicity of target audience:

- Maori
- Pacific Island
- NZ European/Pakeha
- Other (please specify).....

Age range of target audience:

- Under 25
- All
- Over 25

Venue (if relevant to the project):

When will this project start?

When will this project finish?

Amount requested:

What financial contribution will you/your group make to this project?

.....

Are you registered for GST? (please circle one) **Yes** **No**

If **Yes:** a) Provide GST number:.....

b) Attach a copy of your last Audited Accounts and Annual Report

Further Information

Funding from other sources

If you have applied to any other organisation/s for funding assistance **for this project** or any other project over the last 12 months, please list the name of the organisation, the amount of money applied for, and when you will know the result of your application/s - **this includes other Community Arts Councils.**

Name of Organisation	Amount applied for	Date expected
1.		
2.		
3.		

Declaration

I hereby declare that the information supplied in this application is correct.

Name:

Position in organisation:

Signature: Date

*Please attach a **bank deposit slip** to confirm correct information for cheques payable.*

**Now send your application to: The Secretary
Egmont Community Arts Council
Box 11
Opunake**

Community Arts Council use only

Recommendation made on (date)

Grant of \$ towards Cheque No:

GAL of up to % towards

Declined because

GUIDELINES ON MAKING A FUNDING APPLICATION TO THE EGMONT COMMUNITY ARTS COUNCIL

Please note that if the project for which you have received funding does not take place by the date specified, the amount must be refunded within fourteen days of the date.

1. Plan your project well in advance of the proposed project.
2. Only in exceptional circumstances of high priority activities will grants be provided for the total cost of a project.
3. Priorities are:
 - Projects that increase active participation.
 - Projects that increase an interest in the arts, especially for groups whose participation in, or access to, the arts is restricted.
 - Activities, which introduce people to new art forms and experiences such and development in Maori Art and Culture.
4. The activity must take place within the district where the application is being made.
5. Hastily prepared, poorly presented, and incomplete applications will not succeed.
6. A complete budget is required including income and expenditure - it is not enough to provide an expenditure budget only.
7. Check with the Community Arts Council in advance if you are unsure whether your application will meet the criteria or you have any queries.
8. Often individuals may not be able to obtain funding but a group may be eligible. Consider the benefits of working together with others towards an objective.
9. Retrospective applications will not be considered - that is applications for projects that have already started or finished.
10. Note that if you apply for a Guarantee Against Loss rather than a grant, you must claim the GAL no later than one month after the project is completed.
11. The ECAC can only supply grants up to \$500.00.
For grants of \$500.00 - \$5,000.00 apply to the Creative Communities Scheme Administrator at the South Taranaki District Council who will supply dates and appropriate information/application forms for the next funding round.
This information is also available from: www.stdc.co.nz / Funding for the arts
12. For grants above \$5000.00 Creative New Zealand programme staff will provide assistance and advice.
Creative New Zealand PO Box 3806 Wellington.
Phone: (04) 473 0880 or Fax: (04) 471 2865.
13. Please supply a receipt to ECAC on receiving the funds.
14. The deadline for the receipt of your application is two weeks prior to the next meeting, which is held on 4th Wednesday of each month.
A report on the project is required the month following.