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Step 1: Can I apply?

Can I apply?

This step is about helping you to work out whether your project is eligible for Creative New Zealand Contestable Funding.

This section also lists general activities that are not able to be supported through Contestable Funding. Specific, artform-related activities not supported through Contestable Funding are explained in the section *Step 4: Artforms and activities Contestable Funding may support* page 23.

To decide if your project is eligible for funding you need to consider the background, purpose, timing and people involved in the project.

BACKGROUND

Consider the background of the project, project team and any previous history of funding through Creative New Zealand (if applicable) and answer each of the following questions:

- Has the activity for which you are seeking funding already been funded by Creative New Zealand, either directly or through the Creative Communities Scheme?
- Has the activity for which you are seeking funding received funding from another government organisation such as the New Zealand Lottery Grants Board or NZ on Air?
- Do you, or a key member of your project, have a project report overdue on a previous Creative New Zealand grant (i.e. more than 16 weeks after the project end date)?
- Have you, or a key member of your project, sent in a late report to Creative New Zealand (after receiving a second and final reminder letter)?
- Are you, or a key member of your project team, listed as a Creative New Zealand default client?

- Are you an organisation that receives recurrent funding from Creative New Zealand?
- Has Creative New Zealand previously declined to fund this project?

If you answer **yes** to any of these background questions you are **not eligible** to apply for Creative New Zealand Contestable Funding.

Please note that if Creative New Zealand has previously declined to fund this project you may be able to re-apply if, and only if, you have been advised to re-apply by a Creative New Zealand adviser. In this case, you must provide written evidence with your application of the adviser's agreement to the resubmission of the project (for example by including a copy of an email from the adviser with the application).

PURPOSE

Is the main focus of your project:

- the purchase of capital items (e.g. computer, vehicle, recording equipment, musical instruments, uniforms)?
- establishment costs, general running costs or salaries for an ongoing activity, except where costs are linked to a specific, time-bound arts project, or a Sector Investment project – (See *Sector Investments* in *Step 2: Which funding pathway?*)?
- to bring an overseas organisation to present work in New Zealand?
- an overseas trip or tour for non-professional individuals or groups?
- an ongoing programme of school or tertiary (i.e. undergraduate or postgraduate) study in New Zealand?
- an overseas course for which there are comparable studies in New Zealand?
- part of the core business of an educational institution (i.e. either a pre-school, primary or secondary school, or tertiary institution (e.g. university, polytechnic, institute of technology) including projects to be assessed as part of the course work for tertiary study?

- development or production of content intended for television or radio broadcast?
- the creation or maintenance of a website (except where the costs are linked to a specific, time-bound arts project)?

If you answer **yes** to any of these purpose questions you are **not eligible** to apply for Creative New Zealand Contestable Funding.

Please note that Creative New Zealand is currently reviewing its policy on the funding of websites. Any changes to funding policies arising from that review will be published on the Creative New Zealand website www.creativenz.govt.nz by the end of December 2008.

TIMING

Applications need to be received by Creative New Zealand in time to be considered in a particular funding round.

Project activity that starts before Creative New Zealand has made a funding decision is not eligible for Contestable Funding. This means the activity for which you are seeking Creative New Zealand funds will need to start after a specific date.

A list of 2009 project start dates and application closing dates can be found on the inside front cover.

Read these then consider the following two questions:

- will your application be received by Creative New Zealand after the appropriate funding round closing date?
- will the activity for which you are seeking Contestable Funding support start before Creative New Zealand makes its funding decisions?

If you answer **yes** to either of these timing questions you are **not eligible** to apply for Contestable Funding in that particular funding round.

PEOPLE

You are **not eligible** to apply for Contestable Funding if:

- you, or a member of your group, are an employee of Creative New Zealand, or a member of its Arts Council, the Arts Board, the Pacific Arts Committee, or Te Waka Toi
- you are an organisation that receives funding from the Ministry for Culture and Heritage
- you are an employee of (or under contract to) one of Creative New Zealand's recurrently funded organisations and the activity you are seeking funding for is specified in your employment agreement or is an activity that the organisation may receive Creative New Zealand funding to undertake.

OTHER ELIGIBILITY CONSIDERATIONS:

Contestable Funding is not able to support arts education resources, activities or projects focused on the delivery of national education curriculum outcomes and/or qualification requirements (including language nests, kura kaupapa and kohanga reo). Some support may be available for projects that will deliver high-quality arts outcomes for both the young people and professional artists involved.

If you are employed part-time or full-time by a tertiary institution your application should include a statement to verify that the funding you are applying for is not part of your employment agreement. This statement should be verified by your Head of Department or equivalent.

If your project is a contest or competition you are only eligible to apply if there is a separate professional development component, or if there is a significant focus on accessing new audiences.

You are eligible to apply for Contestable Funding if your proposed project will have direct benefits for New Zealand artists and arts organisations. If you are an overseas arts organisation or a New Zealand artist based overseas you will require endorsement of named New Zealand artists or an

established New Zealand arts organisation to support your application. In this case, we recommend you contact a programme administrator or adviser in your region to discuss the project (see contacts list on inside back cover).

Contestable Funding is unable to contribute towards arts activities demonstrating little evidence of demand (e.g. box-office income, fees from venues or presenters, fees from practitioners enrolled in a professional development course) unless the activity is part of a strategic programme for reaching new audiences or markets.

In addition to the above general criteria there are some specific, artform-related activities that Contestable Funding is not able to support. These are explained in *Step 4*.

If you have further questions about whether you can apply – please contact a programme administrator or adviser in your region (see contacts list on inside back cover).