



CANCEL SAVE VALIDATE SUBMIT

Start Applicant Details What How Who How Much Support Material Sign

Introduction

Welcome to your Arts Grants 2021/22 Round 1 application.

Before you start editing your application read the 'Further information' and complete the 'Application checklist' below.

Next you need to complete the following parts of this application form before you can submit your application:

- What: the idea
- How: the process
- Who: the people
- How Much: the budget
- Support Material
- Sign

Once complete, click the 'SUBMIT' button to send us your application.

Important note: A maximum number of 225 submitted applications can be processed in this funding round. To avoid disappointment complete and submit your application as soon as you can. We will regularly update the [current number of draft and submitted applications](#) to help you plan.

Arts Grants 2021/22 Round 1 will close by 1:00pm on Friday 6 August 2021 at the latest, but it will close sooner if more than 225 applications are submitted.

Further information

Below are links to the guidelines and templates that will help you to prepare your application.

If you need any other information contact the Funding Services Team: funding@creativenz.govt.nz

Title	Format	Size	Link
About Arts Grants	CNZ Website		Download
About Todd New Writer's Bursary	CNZ Website		Download
Funding Guidelines	Guidelines		Download
Budget Guidelines	Guidelines		Download
Support Material Guidelines	Guidelines		Download
CNZ Portal User Guide	CNZ Portal User Guide		Download

Application checklist

Before you get started, please confirm the following:

- I have read the information on the Creative New Zealand website about this opportunity
- I have read the guidelines under 'Further information' (above)
- My application meets the specific eligibility criteria for this opportunity
- I have filled out my 'Personal' and 'Communication details' in the 'My Profile' section (click your name in the upper right-hand corner to view/update your information)
- I/we are not in breach of any conditions of a funding agreement with Creative New Zealand or any other funding body
- I understand that I must attach all of the information listed on the 'Support Material' tab for my application to be eligible
- I understand that this round will close once a maximum of 225 applications have been submitted.

WHAT

What: the idea or kaupapa/He aha

Project title:

Brief description:

Artform:

Funding type:

Strategic outcome:

In the single box at the bottom of this tab answer the following questions.

- Everyone **must** answer questions 1-3.
- If you are applying to the ngā toi Māori or Pacific arts funding pools you **must** also answer question 4.
- Use the numbered headings below to make your answers clear to assessors.
- All applications are assessed on how clearly the artistic aims are expressed and how strongly the project delivers to the selected strategic outcome and purpose of the programme. In addition, applications to the ngā toi Māori or Pacific arts funding pools are also assessed on Mātauranga Māori or Kaupapa Pasifika being evident in the idea, practice, and outcomes of the project.

In the single box at the bottom of this tab answer the following questions.

- Everyone **must** answer questions 1-3.
- If you are applying to the ngā toi Māori or Pacific arts funding pools you **must** also answer question 4.
- Use the numbered headings below to make your answers clear to assessors.
- All applications are assessed on how clearly the artistic aims are expressed and how strongly the project delivers to the selected strategic outcome and purpose of the programme. In addition, applications to the ngā toi Māori or Pacific arts funding pools are also assessed on Mātauranga Māori or Kaupapa Pasifika being evident in the idea, practice, and outcomes of the project.

1. Idea

What is the central idea of your project and what are the expected artistic outcomes and/or participant experience?

2. Strategic outcome

How will your project deliver to the [Creative New Zealand strategic outcome](#) that you have selected? If applicable, how will the project deliver to your international goals?

If relevant to your project include the projected number of:

- new works that will be created (if you selected 'High-quality art is developed')
- attendances/sales/distribution numbers for the work (if you selected 'New Zealanders experience high-quality arts')
- New Zealanders who will be actively involved in making or presenting art (if you selected 'New Zealanders participate in the arts')
- international events (if you selected 'New Zealand arts gain international success').

3. Programme purpose

How will your project deliver to one of the [purposes of the programme](#)?

The Arts Grant Programme Purposes are:

- Sustaining careers for artists, arts practitioners, groups, and organisations.
- Development of arts practice.
- Innovation in New Zealand arts.
- Opportunities for diverse communities to access and participate in high-quality arts experiences.

Support material for 'What: the idea'

You can add the following support material for 'What: the idea' on the Support Material tab:

- Samples of the proposed artwork.
- Examples of previous work (if you have a website, you can provide a link to it).
- Letters of recommendation or support from up to three relevant referees – ask them to comment on the project you are applying for (combine the references into one PDF or Word document if possible).
- Professional assessments (e.g. from script advisers, dramaturges or directors).
- Your international plan (if your project includes international activity).

For more information see our [Funding guidelines – support material](#)

Start Applicant Details What **How** Who How Much Support Material Sign

HOW

How: the process/Pēhea te whakatutuki

Start date for project:

End date for project:

Project location/s:

In the box below tell us where, when, and how you plan to deliver the project.

Include details of how your project meets government guidelines in relation to COVID-19 at the time of application and how you will adapt your project to meet guidelines if alert levels have changed at the time funding decisions are made.

- All activity you are seeking funding for must be completed in a 12-month period, and within 15 months from the date of notification.
- All applications are assessed on how realistic and well-planned the project is.

Characters: 0 out of 7500

Support material for 'How: the process'

You can add the following support material for 'How: the process' on the Support Material tab:

- A timeline for your project.
- Invitations or written agreements to create, present or distribute your work.
- A letter of acceptance from the relevant institution or provider (if it is a professional study opportunity).

In addition, if your project includes international activity you **must** attach a letter of invitation or letter of confirmation from the host, presenter or partner, including other requirements listed in the [international activity funding guidelines](#).

Combine into one PDF or Word document if possible.

Start Applicant Details What How **Who** How Much Support Material Sign

WHO

Who: the people/Ko wai ngā tāngata

In the table below tell us about yourself and other key people/organisations involved in the project.

- Add a new record for each person/organisation.
- We use this information to confirm that each person meets the eligibility criteria for track record.
 - Read the [funding guidelines](#) for examples of what we mean by success and track record for each artform.
- All applications are assessed on whether the people involved have sufficient experience to deliver this project.

Name of individual/organisation	Background information relevant to the activity
There are no records to show	

Support material for 'Who: the people'

You can add the following support material for 'Who: the people' on the Support Material tab.

- Artistic CVs.
- Written confirmation of availability of the key people/organisations involved in the project.

Combine into one PDF or Word document if possible

HOW MUCH

How much: the budget/Te putea

You must provide a detailed project budget.

- [Read the budget guidelines](#) before you start.
- The minimum amount you can apply for is \$5,000. The maximum amount you can apply for is \$75,000 but lower limits apply to some activities.
 - For limits on the amount you can request for specific activities refer to our [Funding guidelines - activity guidelines and advice](#)
- All applications are assessed on whether the project budget is thorough and accurate and considers fair remuneration for artists and practitioners.

You can use the online budget form to create your detailed project budget (Click '+ Create New' below)

OR [download and complete the relevant excel budget template](#) then attach it to the 'Support Material' tab of this application form.

Your detailed project budget must:

- cover your whole programme or activity or project, not just the amount you are asking Creative New Zealand to fund.
- include a detailed breakdown of all the costs, including fair remuneration for the artists involved.
- include a detailed breakdown of all the sources of income, including in-kind support.
- clearly identify which costs you are asking Creative New Zealand to support.

Your application will be ineligible if:

- you request support outside the limits for the opportunity or specific activity.
- you request funding towards items that are not eligible for Creative New Zealand support (eg. capital items).
- your project is not viable once the requested ineligible costs are removed.
- your budget is incomplete.

Amount you are requesting from Creative New Zealand:

Total cost of project:

Have you applied for funding for this project from another source?

Yes No

Have you received funding for this project from another source?

Yes No

Project budget:

You will be able to create a project budget when the application has been saved for the first time.

Budget notes:

Characters: 0 out of 1000

Support material for 'How much: the budget'

If you have not used the online budget form (above) you **must** attach your [detailed project budget in excel format](#) on the Support Material tab.

You can also add the following as support material for 'How much: the budget' on the Support Material tab:

- Quotes
- Estimates

Combine these documents into one PDF or Word document if possible.

Start

Applicant Details

What

How

Who

How Much

Support Material

Sign

SUPPORT MATERIAL

Add support material to your application to meet eligibility requirements and to support the answers you have provided.

- If you have not used the online budget form on the 'How Much' tab you **must attach** your [detailed project budget in excel format](#).
- Read the information at the bottom of the 'What', 'How', 'Who' and 'How Much' tabs of this application form to see what support material you can or must provide for each.
- In addition, depending on your artform and activity there may be other support material that you must provide for your application to be eligible.
- For more information read the [Funding guidelines – support material](#).
- Before you start to format and add support material read the [Funding guidelines - How should I format my support material](#).
 - If your support material does not meet these guidelines it will not be assessed.
- Your application should not have more than five attached files in total.

To add support material click '+ Add New Attachment'.

Click 'Save' after adding each item.

This will save the support material and return you to this 'Support Material' tab. You will see all support material that has already been saved to this application listed below.

I have read and understood the support material guidelines

You will be able to add attachments in your application, once you save it for the first time.

Type	Name/Description	Attachment link
------	------------------	-----------------