GUIDELINES WHEN APPLYING TO CREATIVE NEW ZEALAND FOR FUNDING

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Applications to most Creative New Zealand funds follow the same template: what is the idea, how will you carry out the project, who is involved and how much will it cost? These key sections are fleshed out below with some things to consider.

What: The Idea

Explain the central idea or kaupapa of your project. You'll be assessed on how strong and how well-developed it is. The key is to create excitement!

How: The Process

How will you carry out and evaluate the project and what will success look like? You'll be assessed on how viable the process you've explained is and how you plan to evaluate the completed project. Make sure you include a timeline and marketing plans.

Who: The People

Who is involved in delivering the project? You'll be assessed on the level of ability and experience of the individuals or organisations involved. If you've not received funding before, include a full CV for each key participant; if you have been successful previously, just include succinct bios.

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The Budget

How much will it cost to deliver the project? You'll be assessed on the credibility and accuracy of the supporting financial information that you provide in your budget. The process also needs to be reflected, as well as any income (cash or in kind/volunteer time). - Specific items must be tagged in the budget as to where CNZ funds would go.

Eligibility

Check that you/your activity meet all the relevant eligibility criteria (general that applies to all applications and specific for the grant you are applying for). If you do not meet all these criteria, they will not consider your application.

General Funding Tips

- Does your application make sense – literally (can they read it) and are your statements realistic?
- How well does the project fit within the funding criteria?
- Why would your organisation be involved in a project like this?
- Why are you asking for money when you have plenty in the bank?

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General Funding Tips (cont.)

- Is the project value for money (what is the impact on/benefit to the community, is it meeting a genuine need, who will benefit directly, does the project have potential to be self-sustaining over time?).
- Can we trust this organisation to complete the project (fulfilled reporting requirements previously, included a thorough and accurate budget, have the skills and expertise to deliver, have demonstrated community support, is there reliance on income that has not been confirmed, do they have a 'Plan B'?).