INFORMATION REQUIRED WHEN APPLYING FOR A CREATIVE NZ ARTS GRANT

www.creativenz.govt.nz

CB OP

Four funding rounds are held each six months, with a maximum of one application made from the same organisation/person in a six month period. If your application is turned down, you can't apply again until the following six months.

Each round has a closing date, unless the maximum of 200 applications are received, which means the fund will close early.

You can see how many actual and draft applications are being submitted for a round at a link on the START page.

Opening / closing dates to 30 June 2022:

Open 05 Jul, close 06 Aug, decisions 10 Sep
Open 23 Aug, close 17 Sep, decisions 22 Oct
Open 04 Oct, close 29 Oct, decisions 03 Dec
Open 01 Feb, close 25 Feb, decisions 01 Apr
Open 14 Mar, close 08 Apr, decisions 13 May
Open 26 Apr, close 20 May, decisions 23 Jun

1. If you are not already registered on Creative NZ's site, complete this process [access from homepage, bottom of left hand sidebar]. Registration needs to be confirmed by email and then your account is active, and you can login.
2. Go to Application Dashboard. Click on Apply Now at the bottom of the page and select whether you want to apply as Myself, My Registered Organisation or Another Organisation.

07 928 5270
annie@creativebop.org.nz

INFORMATION REQUIRED WHEN APPLYING FOR A CREATIVE NZ ARTS GRANT

www.creativenz.govt.nz

CB OP

3. START tab: Application check list to tick boxes to ensure you are prepared.
4. WHAT tab: Project title, brief description, artform, funding type (general, Maori, Pasifika), Creative NZ strategic outcome (select one).

At the bottom of the page:
Artistic aims: central idea and artistic aims.
Strategic outcome: how your project will deliver to the strategic outcome selected above.

High-quality New Zealand art is developed by enabling artists, arts practitioners and arts organisations to: develop their artforms, the quality of their work, and their artistic skills and capabilities; be innovative in their arts practice; and create work that excites, challenges, inspires and resonates with audiences.

NZ arts gain international success by enabling artists, arts practitioners and arts organisations to: develop their practice in relation to the international arts environment, including through cultural and artistic exchange; develop international markets and audiences to expand their reach onto the world stage and improve their financial sustainability; and promote NZ and its arts to international audiences.

NZers participate in the arts enabling all NZers to: express themselves artistically; celebrate, practise, transmit and develop their diverse artistic traditions and cultural heritage; and develop links between communities.

07 928 5270
annie@creativebop.org.nz

INFORMATION REQUIRED WHEN APPLYING FOR A CREATIVE NZ ARTS GRANT

www.creativenz.govt.nz

CB OP

NZers experience high-quality arts enabling all NZers to: have access to a diverse range of arts experiences; and invest to engage under-served communities.

NZ's arts sector is resilient so it can adapt to challenges and embrace opportunities, while recognising the ways in which our country and the needs of its people are changing.

Programme purpose: how your project will deliver to one or more of the following:

- 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

Matauranga Maori or Kaupapa Pasifika: how are these principles evident in the practice of your project?

International Activity: how will your project deliver to international goals?

07 928 5270
annie@creativebop.org.nz

INFORMATION REQUIRED WHEN APPLYING FOR A CREATIVE NZ ARTS GRANT

www.creativenz.govt.nz

CB OP

Support material: add to 'What – the idea' on the Support Material tab, eg:

- 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 eg. from script advisers, dramaturges or directors.
- Your international plan (if your project includes international activity).

5. HOW tab: Start date, end date and project location(s).
Where, when and how you plan to deliver the project: provide this information in a text box, including how your project would meet Covid-19 restrictions at the time of application and how you will adapt your project if alert levels change by the time funding decisions are made. All activity must be completed in a 12 month period within 15 months of being advised that funding has been allocated.

Support material: add to 'How – the process' on the Support Material tab, eg

- A timeline for the 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)
- A letter of invitation or letter of confirmation from the host, presenter or partner if your project has an international component.

Combine into a .pdf or Word document and attach.

07 928 5270
annie@creativebop.org.nz

INFORMATION REQUIRED WHEN APPLYING FOR A CREATIVE NZ ARTS GRANT

www.creativenz.govt.nz

CB OP

6. WHO tab: A table is provided where you give the name of each person/organisation involved and their background information that is relevant to the activity. All applications are assessed on whether the people involved have sufficient experience to deliver this project.

Support material: add to 'WHO – the people' on the Support Material tab, eg:

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

Combine into a .pdf or Word document and attach.

7. HOW MUCH tab: Detailed project budget required (budget guidelines provided). Minimum $5k, maximum $75k. There are limits on how much you can seek for specific activities. Applications assessed on thorough and accurate budget and considers fair remuneration for artists/practitioners.
Online budget form provided or download Excel budget template.
Budget must cover all costs for whole project, not just amount sought from Creative NZ.
Budget must cover all sources of income, including in-kind support.
Clearly identify the costs you are asking Creative NZ to support.

07 928 5270
annie@creativebop.org.nz

INFORMATION REQUIRED WHEN APPLYING FOR A CREATIVE NZ ARTS GRANT

www.creativenz.govt.nz

CB
OP

Applications ineligible if:

- You request funding for items that are not eligible (eg capital items)
- Your project is not viable once the requested ineligible costs are removed.
- Your budget is incomplete.

Support material: add to 'HOW MUCH – the budget' on the Support Material tab, eg

- Excel spreadsheet showing budget if you have not used the online form
- Quotes and estimates.

Combine into a .pdf or Word document and attach.

8. SIGN tab: Sign your completed application once you have agreed to the conditions.

10. SUBMIT your application (top right hand corner).

07 928 5270
annie@creativebop.org.nz