



Agenda for a meeting of the Creative Communities Scheme Assessment Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **THURSDAY 31 MARCH 2016** commencing at **10.30am**.

Information and recommendations are included in the reports to assist the Committee in the decision making process and may not constitute Council's decision or policy until considered by the Committee.

1.	<u>APOLOGIES AND LEAVE OF ABSENCE</u>	
2.	<u>CONFIRMATION OF STATUS OF AGENDA ITEMS</u>	
3.	<u>DISCLOSURES OF INTEREST</u>	
4.	<u>CONFIRMATION OF MINUTES</u>	
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GJ Ion

CHIEF EXECUTIVE

Agenda2016/CCS/160331_CCS OP.dot

COUNCILLORS - PLEASE NOTE

A full Agenda is available in the Tom Parsonage Room for your perusal.

Open Meeting

To	Creative Communities Scheme Assessment Committee
From	GJ Ion Chief Executive
Date	22 December 2015
Prepared By	JP Davies Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1117758
Report Title	Confirmation of Minutes – 8 October 2015

1. Executive Summary

To confirm the minutes of a meeting of the Creative Communities Scheme Assessment Committee held on Thursday 8 October 2015.

2. Recommendation

THAT the minutes of a meeting of the Creative Communities Scheme Assessment Committee held on Thursday 8 October 2015 be confirmed as a true and correct record of that meeting.

3 Attachments

Attachment - Minutes



MINUTES of a meeting of the Creative Communities Scheme Assessment Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **THURSDAY 8 OCTOBER 2015** commencing at **10.35am.**

Present: Mr R Gemmell (Chairperson)
Cr SD Lynch
Ms D Abraham
Ms W Barker
Ms J Collins
Ms R Waterhouse

Attending: Mrs JP Davies (Committee Secretary)
Miss E Wilson (Team Administrator)

Funding Applicants: Mr S Dockary (Te Kauwhata DISC)
Ms S Paikea (TKU Rangatahi Music Mentoring)
Ms R Clarke (Raglan Arts Council – Clay Classes)
Mr R Gallagher (Raglan Arts Council – Raglan Arts Weekend)
Mrs M Allan (Cutting Edge Textiles)
Ms J Stevens (Twin Rivers Community Arts Centre)

CCSI510/01 APOLOGIES AND LEAVE OF ABSENCE

There were no apologies.



CCSI510/02 CONFIRMATION OF STATUS OF AGENDA ITEMS**Resolved: (Cr Lynch/Mrs Waterhouse)****THAT** the agenda for a meeting of the **Creative Communities New Zealand Scheme Assessment Committee** held on **Thursday 8 October 2015** be confirmed and all items therein be considered in open meeting;**AND THAT** the Committee resolves that the following item be added to the agenda as a matter of urgency:

- **Whiti Te Ra Hou Trust.**

CARRIED on the voices**CCSI510/03 DISCLOSURES OF INTEREST**

Ms Collins advised members of the committee that she would declare a Conflict of Interest in Agenda Items **6.3A** [*Raglan Community Arts Council – Clay Classes*], **6.3B** [*Raglan Community Arts Council – Raglan Arts Weekend*] and **6.3C** [*Raglan Community Arts Council – Raglan Life Drawing*];

Mr Gemmell advised members of the committee that he would declare a Conflict of Interest in Agenda Item **6.3B** [*Raglan Community Arts Council – Raglan Arts Weekend*];

Ms Barker advised members of the committee that she would declare a Conflict of Interest in Agenda Item **6.3C** [*Raglan Community Arts Council – Raglan Life Drawing*].

CCSI510/04 CONFIRMATION OF MINUTES**Resolved: (Ms Abraham/Ms Collins)****THAT** the minutes of a meeting of the **Creative Communities New Zealand Scheme Assessment Committee** held on **9 April 2015** be confirmed as a true and correct record of that meeting.**CARRIED on the voices**

CCSI510/05 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the Minutes.

CCSI510/06 APPLICATIONS FOR FUNDING

CCSI510/06/1 Te Kauwhata & Districts Information & Support Centre Inc
Agenda item 6.1

Mr Dockary outlined the application for the benefit of the Committee. Questions were raised by the Committee for clarification of the application.

CCSI510/06/2 TKU Rangatahi Music Mentoring Sessions
Agenda item 6.2

Ms Paikea outlined the application for the benefit of the Committee. Questions were raised by the Committee for clarification of the application.

CCSI510/06/3 Raglan Community Arts Council – Annual Report for Year Ending 31 March 2015
Agenda item 6.3

This item was not discussed as the Annual Report was for information only relating to applications 6.3A, 6.3B and 6.3C.

CCSI510/06/4 Raglan Community Arts Council – Clay Classes
Agenda item 6.3A

Ms Collins and Ms Clarke outlined the application for the benefit of the Committee. Questions were raised by the Committee for clarification of the application.

CCSI510/06/5 Raglan Community Arts Council – Raglan Arts Weekend
Agenda item 6.3B

Mr Gemmell vacated the chair and Cr Lynch assumed the Chair for this item.

Mr Gallagher outlined the application for the benefit of the Committee. Questions were raised by the Committee for clarification of the application.

Cr Lynch vacated the Chair and Mr Gemmell resumed the Chair at the conclusion of the item.

CCSI510/06/6 Raglan Community Arts Council – Raglan Life Drawing
Agenda item 6.3C

Ms Collins outlined the application for the benefit of the Committee. Questions were raised by the Committee for clarification of the application.

CCSI510/06/7 Cutting Edge Textiles
Agenda item 6.4

Mrs Allan outlined the application for the benefit of the Committee. Questions were raised by the Committee for clarification of the application.

CCSI510/06/8 Twin Rivers Community Arts Centre
Agenda item 6.5

Ms Stevens outlined the application for the benefit of the Committee. Questions were raised by the Committee for clarification of the application.

CCSI510/06/9 Whiti Te Ra Hou Trust
Add item

There were no representatives present to discuss this application.

CCSI510/07 REPORTS

CCSI510/07/1 Project Accountability Forms
Agenda Item 7.1

Resolved: (Cr Lynch/Ms Barker)

THAT the report of the General Manager Strategy & Support – Project Accountability Forms – be received;

AND THAT the Committee notes that the following amounts have been spent:

Cutting Edge Textiles - Community Class May 2015	\$886.00
Raglan Community Arts Council – Raglan Arts Weekend 2015	\$1,090.55

**Raglan Community Arts Council – Children’s
After School workshops**

\$3,326.09

CARRIED on the voices

CCS1510/07/2

Creative Communities Scheme Assessments

Agenda Item 7.2

Ms Collins declared a conflict of interest and withdrew from the Council Chambers. She took no part in deliberations or voting on items 6.3A; 6.3B and 6.3C.

Mr Gemmell declared a conflict of interest and withdrew from the Council Chambers. He took no part in deliberations or voting on item 6.3B.

Ms Barker declared a conflict of interest and withdrew from the Council Chambers. She took no part in deliberations or voting on item 6.3C.

The Creative Communities Scheme Assessment Committee gave consideration to all applications and allocated funding as resolved below.

Resolved: (Ms Waterhouse/Cr Lynch)

**THAT the report of the General Manager Strategy & Support -
Creative Communities Scheme Assessments – be received;**

**AND THAT the Creative Communities Scheme Assessment
Committee gave consideration to all applications and allocated
funding as follows:**

Applicant	Amount	Purpose
Te Kauwhata & Districts Information & Support Centre Inc (plus GST \$1629.51) subject to clarification that the tutor fee falls within the guidelines	1481.58	Street art workshop
TKU Rangatahi	3129.70	Music mentoring sessions
Raglan Community Arts Council subject to clarification to the status of administration costs	3304.78	Kids clay classes – after school workshops for children
Raglan Community Arts Council	3256.93	Raglan Arts Weekend 2016
Raglan Community Arts Council subject to written clarification relating to model payments	600.00	Raglan Life Drawing

Cutting Edge Textiles	483.00	Teaching costs towards Journal making
Twin Rivers Community Art Centre	3039.28	Youth art, art for health, mixed media, mosaics
Whiti Te Ra Hou Trust. Declined due to incomplete application form and insufficient detail supplied.	0.00	Taonga Paoro Workshop and Performance
Total	\$15,295.27	

CARRIED on the voices

There being no further business the meeting was declared closed at 12.40.pm.

Minutes approved and confirmed this day of 2015.

Mr R Gemmell
CHAIRPERSON

Minutes2015/CCS/151008_CCS_M.doc

I Applicant Details

Are you applying as an individual or group?

Individual

Group

Full name of applicant

Contact person (for a group)

Daytime phone number

Postal address

All correspondence will be sent to this address

Street/P O Box *PO Box 105*

Suburb

City *Ngaruawahia*

Post Code *3720*

Email *twinriversartc.t@xtra.co.nz*

Ethnicity of applicant

Please tick and provide detail eg Ethnicity: Pacific Island, Detail: Samoan

NZ European

Maori

Pacific Island

Asian

Middle Eastern/

Latin American/African

Other

Would you like to speak in support of your application at the local assessment committee meeting?

If you mark yes, talk to your local CCS administrator before you go so you know who you will be speaking to and for how long.

Yes

No

Bank account name and number

This is where funds will be deposited if your application is successful

Name *Twin Rivers Arts council Inc.*

Account Number

3	8	9	0	0	8	0	8	3	3	9	3	0	0	1	
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2 Project Details

Project name

For example, South Taranaki children's ceramic workshops

Twin Rivers community Arts and Crafts programme
Terms

Brief Description

For example, six ceramic workshops during the school holidays for children aged 8-12

A series of creative programmes for the North Waikato community for people aged between 8-120yrs!

Does your project have an arts or creative cultural focus?

Yes

No

Will your project take place within the city or district where the application is made?

Yes

No

If the answer is no to either of these questions your project is likely to be ineligible.

Please contact your CCS administrator.

* *99% of the people who attend our programmes are residents of North Waikato communities.*

Funding criteria

Which of the scheme's three funding criteria are you applying under?

Please select one. If your project meets more than one criteria, choose the one that is the project's main focus.

➤ You can find examples of each criteria in the CCS Application Guide page 10

- Participation:** Create opportunities for local communities to engage with, and participate in, local arts activities.
- Diversity:** Support the diverse arts and creative cultural traditions of local communities.
- Young people:** Enable young people (under 18 years) to engage with, and participate in, the arts. – youth Art programme.

If you do not know which of the three fits your project, contact your CCS administrator.

3 The idea/He aha te kaupapa

➤ See the CCS Application Guide on page 2

What do you want to do?

- * Art for Health community class
Term 2-3 x 20 weeks.
- * Youth Art programme Terms 2 + 3
- * Darjit sculpture workshop.
- * Earth forms sculpture workshop.
- * mosaics Intermediate term 2.
- * Rarakatia Te Reo māori (Raranga + Te Reo)
in context.

4 The benefits/He aha nga hua

➤ See the CCS Application Guide on page 3

How will your project benefit your community?

Rewrite
Our programmes encourage creative engagement ~~and~~ ^{and} development, participation in cultural expression, therapeutic opportunities to local people who otherwise have very limited access to creative programmes.

Our community also benefits via the projects and events that we host and our collaboration with our wider community. Our work builds on our communities strengths and we are working towards increasing our contributions to economic and social wellbeing and opportunities through our programmes and activities.

5 The process/Pehea te whakatutuki

➤ See the CCS Application Guide on page 3

Where, when and how will the project happen?

Venue/location:

Project start and finish dates: Term Two (May 2016) - end of

Details of how the project will happen: Term three Sept 2016.

The programmes are based at the Twin Rivers community Art centre and will run as a mix of day, night and weekend classes.

6 The people/Ko wai nga tangata

➤ See the CCS Application Guide on page 5

Tell us about the key people and/or community involved

Our programmes involve people of all ages from around the North Waikato.

Our programmes are tutored by experienced competent practitioners who are largely local people where possible.

Our programmes are inclusive of all peoples from all walks of life, ages, stages, cultures and experiences.

Our programmes are supported by volunteer's who work alongside staff to develop and run the programmes.

Estimated number of active participants

Estimated number of attendees

100

7 The budget/He putea

How much will it cost?

Are you GST registered?

Yes

No

GST number

90

768

603

If you are GST registered, do not include GST in these amounts.

If you are not GST registered, please provide the amounts including GST.

This budget includes GST

This budget does not include GST

Project costs

Write down all the costs of your project and include the details

For example materials, venue hire, promotion, equipment hire, artist fees and personal costs.

➤ See the CCS Application Guide on page 6

Item	Detail	Amount
eg Hall hire	eg 3 days hire at \$100 per day	eg \$300.00
Art for Health	see attached Budget ^{quote}	\$ 3,700
Youth Art	"	\$ 1689.76
Darjit sculpture	"	\$ 1160
Earth forms sculpture	"	\$ 1107
Mosaics (Intermediate)	"	\$ 806.78
Rara Kaiti Te reo maori	"	\$ 9,065
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$

A: Total Cost \$17,578.54

Project income

Write down *all* the income you will get for your project from ticket sales, sale of artwork, other grants, donations, your own funds, other fundraising. Do not include the amount you will be requesting from CCS.

Item	Detail	Amount
eg Ticket sales	eg 250 tickets at \$15 per ticket	eg \$3,750.00
Class fees		\$ 4,500
Adult community ed		\$ 4,800
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
B: Total Income		\$ 9,300

Calculate your request from CCS using this table

A	Total cost of project	\$ 17,578.54
B	Less total income	\$ 9,300
C	Difference	\$ 8,278.54
D	Amount requested from CCS (quotes must be supplied)	\$ 8,278.54

Financial background

Tell us about any other funding you have applied for or received for this project (including funds from Creative New Zealand's other funding programmes).

Date applied	Source of funding	Type of funding eg grant	Date of result	Amount
Jan 25	A.C.E.	Tutor fees	end of term one.	\$ 4,800
				\$
				\$
				\$
				\$

Tell us about other grants you have received through CCS in the past three years.

Date	Project title	Have you submitted a project completion report for this project?	Amount
Oct 2013	Arts/Crafts programme	Yes	\$ 822.00
May 2014	Arts/Crafts programme	Yes	\$ 6,600
2 Oct 2014	Arts/Crafts programme	Yes	\$ 5,970
April 2015	Arts/Crafts programme	Yes	\$ 8,070.34
Oct 2015	Arts/Crafts programme	Due end term 1	\$ 3,039.28

Groups or organisations must provide a copy of their latest financial statement.

This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts.

If your group or organisation has reserves which are not being used for this project, you should include your reserves statement or policy.

8 Artform, activity and cultural tradition

Which of the following artforms best describes your project?

Please select one. If your project combines more than one artform, select combined arts.

➤ See the CCS Application Guide on page 6 for definitions of each artform

- | | | | |
|-------------------------------------|------------------|--------------------------|--------------|
| <input checked="" type="checkbox"/> | Combined arts | <input type="checkbox"/> | Maori arts |
| <input type="checkbox"/> | Craft/object art | <input type="checkbox"/> | Music |
| <input type="checkbox"/> | Dance | <input type="checkbox"/> | Pacific arts |
| <input type="checkbox"/> | Film | <input type="checkbox"/> | Theatre |
| <input type="checkbox"/> | Literature | <input type="checkbox"/> | Visual arts |

Which of the following activities best describes your project?

Please select one.

➤ See the CCS Application Guide on page 8 for definitions

- Creation only
- Creation and presentation
- Presentation only (performance or concert)
- Presentation only (exhibition)
- Workshop

What is the cultural tradition of your project?

The cultural tradition of your project relates to the particular heritage that your project is part of. Cultural tradition **does not relate** to your group's ethnic affiliations or geographical origins.

Select the cultural tradition that best relates to your project and give additional information, if needed.

For example, a kapa haka performance would be categorised as Maori arts or a traditional Polish dancing workshop would be Cultural tradition: European, Detail: Polish

Cultural Tradition

- Maori
- Pacific Island
- Asian
- Middle Eastern/
Latin American/African
- Other

Detail

- Whatu muka. / Raranga.

9 Declaration

I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programmes.

I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.

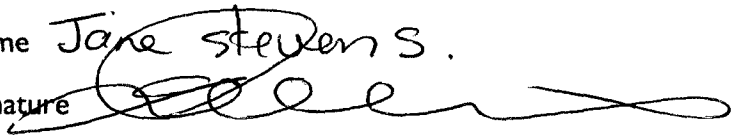
If this application is successful, I/we agree to:

- Complete the project as outlined in this application.
- Complete the project within one year of the funding being approved.
- Complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed.
- Return any unspent funds.
- Participate in any funding audit of my organisation or project conducted by the local council, if required.
- Contact the CCS administrator to let them know of any public event or presentation that is funded by the scheme.
- Acknowledge CCS funding at event openings, presentations or performances.
- Use the CCS logo in all publicity (eg poster, flyers, e-newsletters) for the project and follow the guidelines for use of the logo. Logo and guidelines can be downloaded from www.creativenz.govt.nz/logo.

I/we understand that the Waikato District Council:

- Is bound by the Local Government Official Information and Meetings Act 1987.
- I/We also consent to it recording the personal contact details provided in this application, retaining and using these details, and disclosing them to Creative New Zealand for the purpose of evaluating the Creative Communities Scheme.
- I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material.
- I/We undertake that I/we have obtained the consent of all people involved to provide these details. I/We understand that I/we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993.

Name *Jane Stevens*

Signature 

Position in organisation (if applicable) *Manager*

Name and signature of parent or guardian if applicant is under 16 years of age:

Name

Signature

Date

How did you hear about this fund?

- | | |
|---|---|
| <input type="checkbox"/> Council website | <input type="checkbox"/> Radio |
| <input type="checkbox"/> Council mail out | <input type="checkbox"/> Social media |
| <input type="checkbox"/> Council staff member | <input checked="" type="checkbox"/> Word of mouth |
| <input type="checkbox"/> Creative New Zealand website | <input type="checkbox"/> Other (please give details): |
| <input type="checkbox"/> Local newspaper | |
| <input type="checkbox"/> Poster/flyer | |

10 Final check

Make sure you have:

- Completed all the sections
 - Checked that your budget balances
 - Provided quotes and financial details
 - Attached supporting documents
-

Submitting your application

Mail your application to:

Waikato District Council, P O Box 544, Ngaruawahia 3742

Attention: Lianne van den Bemd, Community Development Coordinator

Courier your application to:

Waikato District Council

114 Great South Road, Ngaruawahia 3742

Hand deliver your application to:

Waikato District Council

15 Galileo Street, Ngaruawahia

10 Feb 2015

Quote for Mixed Media programme Terms two and three 2016

Classes to be limited to 15 x 8-12 year olds in the July and September school holidays.

Wednesdays 9am-3pm

Term two Holidays

Mixed Media sculpture workshop using Darjit medium

2 x Tutor Fees x 6 hours per day for 2 days term two \$600.00

Materials:	Darjit Medium	\$100.00
	Chicken wire 2 rolls from Bunnings	\$50.00
	Timber for making of moulds 30 metres @ \$2 per metre	\$60.00
	Glass drops for decorations 10 colours	\$55.00

Mixed Media Workshop using Fence Palings

1 x Tutor Fees x 6 hours per day for 2 days Term three \$300.00

Materials:	20 Fence Palings @ \$2.39 each	\$47.80
	6 Fence Posts @	\$76.80
	6 Fence Rails @ \$9.36	\$56.16
	Acrylic Undercoat 8 Ltrs	\$69.00
	10 X Acrylic Paint test pots @ \$7.50	\$75.00

Presentation, exhibition and recording materials \$200.00

Total Costs \$1689.76

June Rowland



Earth Form Sculpture workshop

This workshop is open to anyone who is interested in creating mixed medium natural sculptures sourced from recycled materials. The workshop will explore collection and harvesting of materials, design, construction and finishing. It is enriched by the tutors of wealth of cultural environmental and horticultural knowledge. This first introductory workshop will create Kotutu bird forms but once basic techniques are learned the possibilities are endless.

Dates: A 2 day workshop run over 2 weeks in June. (9am – 4pm)

Tutor: Ben Kaitipa

Quote for Earthform sculpture workshop

Resources	Supplier	Cost for 10 participants
Armature frames x 10 (timber)	Mitre 10	\$100
Multi tool cutters x3	Bunnings	\$507
Wire, ties and recycled elements	Dump shop	\$ 100
Tutor fees	1x tutor fees x 6 hours per day x 2 days	\$300
Venue hire	Twin rivers Art Centre x 12 hours @ \$50 per day	\$100
		\$1107

Earth Form Sculpture workshop

The concept

"Earth Form Sculptures" (RE: Ben Katipa 2010) was conceived during a personal exploration of working with mixed medium sourced from recycling, a combination of hard medium: steel, wood, plastic, fibre-glass and soft mediums: natural fibre flax, cabbage tree leaves, vine, wire: blended together.

The hard medium is useful in create the structure/skeleton of the sculpture and give scale, balance and anchorage/stability to sculpture.

The soft medium is useful in profiling the defining aspects of the sculpture, the flesh, the fill in and organic lines-the surface to interpret the creative/artistic process into an image of what is being expressed and manifested.

The concept extends onto:

- Anchorage-foundation
- Balance-core
- Structure-skeletal
- Form-flesh/body
- Surface-skin
- Organic line gestures-structural contours
- A fusion of weaving and adding things together to get a desired form.

Creative process for me as an earth form artist is actually a journey of discovery; every time I do a new sculpture is an experience which I learn something new, like anything else that you tend to work consistently at, your senses and skills become more developed and in tune, and you start to see and appreciate something you may have missed or realise is present in the work or the image.

The thought process is so important to me, I am hugely influenced by my background of being born and raised on Marae, with strong whanau ties and tribal-community affiliations here in Ngaruawahia, Turangawaewae Marae and all the different Maori art forms performance and visual that have continually present.

Ancient indigenous myths and legends is where I like to source my inspiration; I once thought of earth form as an contemporary Maori art form stemming from henaki making-weaving of fish pots, but a research I stumbled across brought me to a realisation that this art form was used in ancient Maori culture and many indigenous cultures from around the world

Although I am not an occupational therapist by trade it is something I do naturally when I am in the process of creating and I have a strong tendency of aligning my thought , energy and physical application of resourced materials with the earth form concepts into the constructions of Earth Form Sculptures.

Course: Creative Mosaic Workshop

Tutor: Lianne van den Bemd

Venue: Twin River Arts Centre Market Street

Theme: Freaky Fish

Date: Term 4 Weeks

Participants 12

Resources	Supplier	Cost for 10 x participants
Tiles	The Tile Warehouse 12 x tiles each	\$300
Backing Board	Size 700 x 600 1 each	\$150
Glue	Bunnings Warehouse Selleys no more nails x 1 each	\$66
Grout & Sealant	Tile Warehouse Black & white grout	\$119.80
Paint for sealing backing board	Bunnings Warehouse 10 litre black paint	\$95
Old china	Participants can bring this along at their own cost	Nil
Venue Hire	Twin Rivers Art Centre	\$92
Paua		\$105
Total cost		\$927.80 GST included \$806.78 GST excluded

Tutor fees	\$25 x2 hrs per night	\$250 – donated in kind
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Budget for Arts for Health Community Course

This class is an open to anyone who wishes to participate in a class that takes account of life challenges or disabilities that may otherwise be a barrier to participation.

The class will be based on exploring mixed media techniques and will enable participants at different levels of ability to effectively participate.

The course will be tutored by an Artist trained in working with people experiencing life challenges and disability.

The class will also include a support tutor to work alongside the primary tutor.

The class will run for 10 weeks x 6 hours per class.

All materials will be provided.

Resource	Preferred Supplier	Total
Gesso	Spotlight	\$60.00
Craft papers	Spotlight	\$ 100
Acrylic paint	School supplies	\$150
Glazes	Spotlight	\$ 100
Embellishments <i>Note: much of what will be used will be recycled, donated materials and we will be purchasing only materials we can't otherwise source.</i>	Spotlight	\$200
Tape	\$2 Dollar Shop	\$30
Adhesive	Spotlight	\$40
Photocopying & Admin	TwinRivers Art Centre	\$300
Canvas	\$2 Dollar Shop	\$150
Brushes & sponges	Spotlight	\$100
TOTAL		\$1,230

Tutor fees		\$2,100
Support tutor		\$1,200
Venue hire	Twin Rivers Art Centre	\$400
Total		\$3,700

Outcomes

This class will enable participants to explore their creative potential in a supportive environment. It will include a strong numeracy and literacy component which will support further personal development. They will be able to explore creative ways of expressing themselves, increase social engagement leading to greater wellbeing and community contribution.

Rarakatia Te Reo Maori (Raranga, Te Reo & Whatumuka) Terms, 1, 2, 3 & 4 2016

Programme related costs include:

- (A) Contracted Tutor fees \$40.00 per hour
Estimated total tutors fee for 10 months delivery contract: \$ 4,800

Resources / materials (B)

- 5 traps @\$29.00 each= \$145.00
- 5 plastic garden bags @ \$10.00 = \$50.00
- Dyes @ \$35.00 x 10 bottles = \$350.00
- Sunlight soap x 2 packets @\$5.00 = \$10.00
- 10 buckets x 10 = \$30.00
- Photo copying paper x 3 reams @ 10 each= \$30.00
- Administration costs \$1,200
- Venue hire @ 120.per month x 10 = \$1,200
- Travel (field trips x5) = \$250.00
- Catering x 10 @ \$100.00 = \$1,000

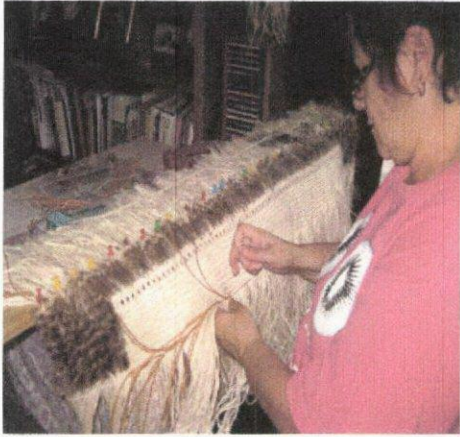
Total A & B = \$9,065

Course related costs to participants:

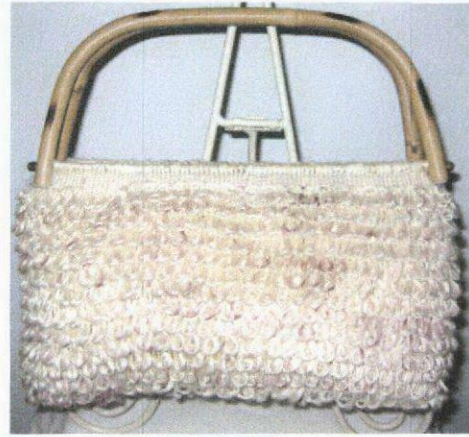
- Group kai (each hui) people will contribute to meals and food preparation.
- Offsite activities taurira will undertake 5 field trips to Oparure Marae Waitomo and Ohaki to learn in the home environment of the Te Kanawa and Hetet whanau, this is an important grounding for taurira in the whakapapa and renaissance of whatu muka & raranga.

Tutor Irene Brady.

- National and international exhibiting artist.
- Community group mahi rāanga teaching.
- Supports, assist, mentor and teach youth at the Paeroa skate and leisure Centre.



Brady, I (2012) Hukahuka attachment



Brady, I (2010) Kete Hine

An added value to this course will be the implantation of a unique pilot teaching framework, offering a full emersion of kupu Māori and rāanga together. This will come from two very skilled practitioners in their own disciplines.

Costing outlines attached.

Quote from Clive's Wacky Sculpture to run Darjit two day Sculpture Workshop for Twin Rivers Community Art Centre. Term 2 2016.

Tutor costs 12 hours at \$ 25 = \$ 300

Materials per person

wire mesh /chicken wire \$30.00

Cim ix PVA compound \$5.00

Plastic Ties \$3.00

A bag of sand \$18.00

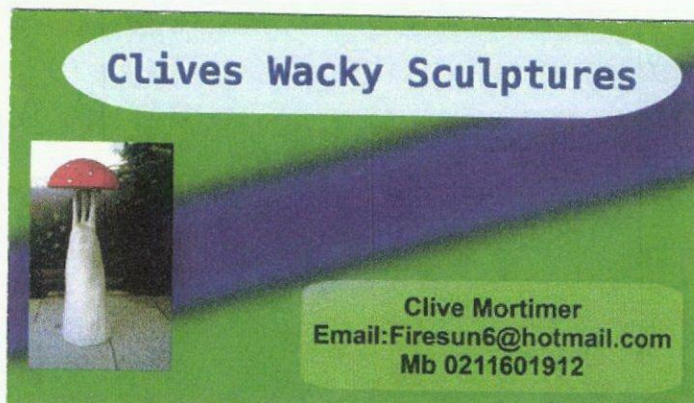
concrete \$10.00

\$66.00 total x 10 participants = \$660

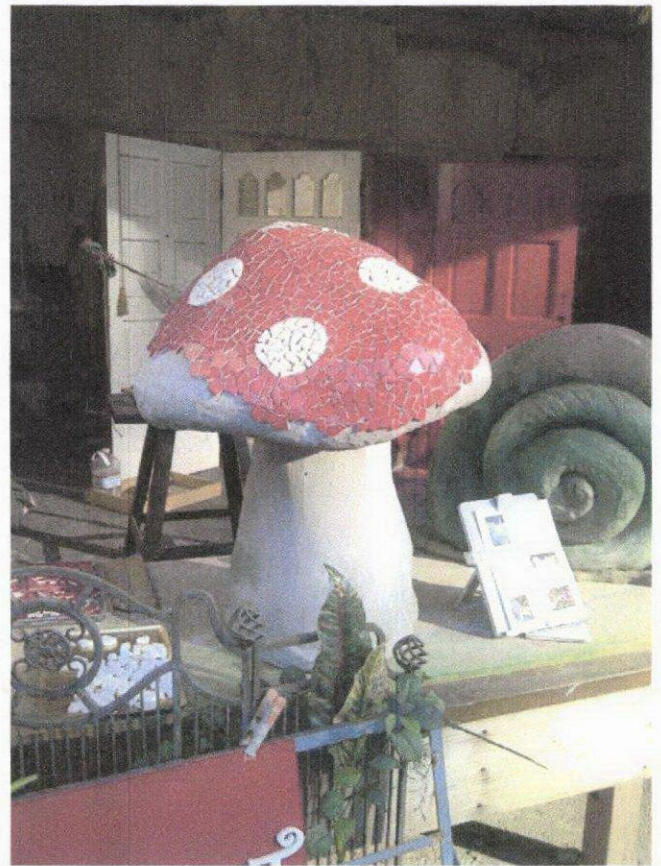
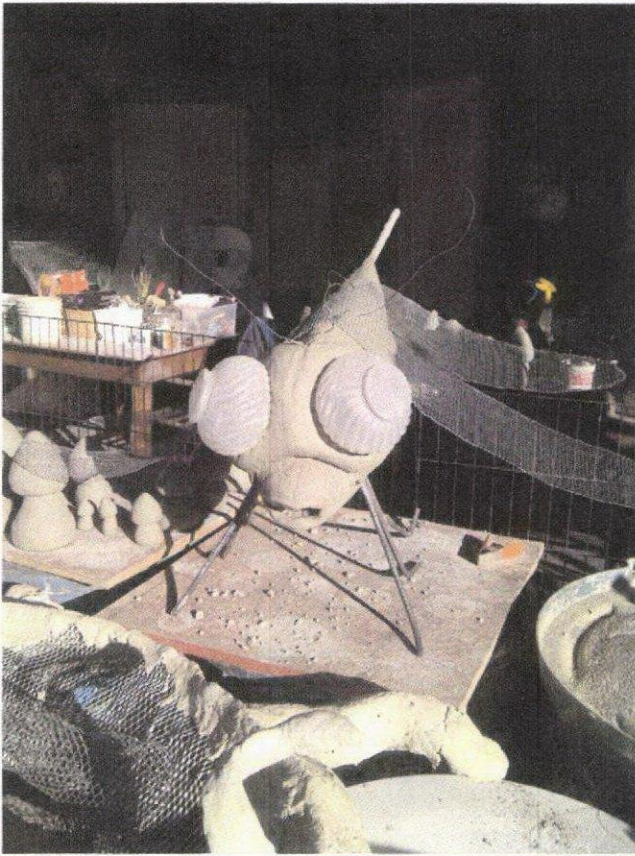
Venue and Admin costs \$ 200

Total cost \$1160

*This is based on a sculpture approximately 1 metre high 500 mm round



Darjit sculpture examples



I Applicant Details

Are you applying as an individual or group?

Individual

Group

Full name of applicant

Raglan Community Arts Council

Contact person (for a group)

Rodger Gallagher

Daytime phone number

825 7443

Postal address

All correspondence will be sent to this address

Street/PO Box

5 Stewart St

Suburb

City

Raglan

Post Code

3225

Email

info@raglanartscentre.co.nz

Ethnicity of applicant

Please tick and provide detail eg Ethnicity: Pacific Island, Detail: Samoan

NZ European

Maori

Pacific Island

Asian

Middle Eastern/

Latin American/African

Other

Community Organisation in an area with
an ethnicity of 50:50 Maori and Pakeha

Would you like to speak in support of your application at the local assessment committee meeting?

If you mark yes, talk to your local CCS administrator before you go so you know who you will be speaking to and for how long.

Yes

No

Bank account name and number

This is where funds will be deposited if your application is successful

Name

Account Number **03 1563 0028263 00**

2 Project Details

Project name

2016 Raglan Film Festival

Brief Description

To run the Raglan Film Festival for the Raglan Whaingaroa community in September 2016

Does your project have an arts or creative cultural focus?

Yes No

Will your project take place within the city or district where the application is made?

Yes No

*If the answer is no to either of these questions your project is likely to be ineligible.
Please contact your CCS administrator.*

Funding criteria

Which of the scheme's three funding criteria are you applying under?

Please select one. If your project meets more than one criteria, choose the one that is the project's main focus.

➤ You can find examples of each criteria in the CCS Application Guide page 10



Participation: Create opportunities for local communities to engage with, and participate in, local arts activities.



Diversity: Support the diverse arts and creative cultural traditions of local communities.



Young people: Enable young people (under 18 years) to engage with, and participate in, the arts.

If you do not know which of the three fits your project, contact your CCS administrator.

3 The idea/He aha te kaupapa

➤ See the CCS Application Guide on page 2

What do you want to do?

The 2016 Raglan Film Festival focuses on short films produced by local Raglan Whaingaroa film makers. A small number of feature films are also screened. These are drawn from new Waikato and New Zealand feature films complemented by art house films, documentaries about artists, artisans and performers. A similar festival has run successfully from 2009 to 2015. The emphasis is on films made by Raglan Whaingaroa film makers, films about the area and films including local actors. A red carpet awards evening night acknowledges these people. (The Raglan Arts Film Festival Awards).

The Raglan Community Arts Council has adopted this policy on film making: "The Film Group of the RCAC aims to provide a regular programme of high quality films in Raglan, both features and documentaries, with particular though not exclusive interest in NZ made films. To this end, RCAC will continue the tradition of Film Festivals at the Old School and regular film evenings (run in-house or by other community groups .

4 The benefits/He aha nga hua

➤ See the CCS Application Guide on page 3

How will your project benefit your community?

The annual film festival with Raglan Arts Film Festival Awards recognises and encourages local Raglan Whaingaroa film makers. The Festival also screens arts movies (architecture, poetry, music) plus New Zealand feature films. Film makers, actors and editors who enter cover children through to adults. Members of the local Raglan community attend the screenings as well as visitors from other part of the Waikato. In past years, the programme has included films in Te Reo. We encourage entries in Te Reo and by young filmmakers. We have a Best Young Talent Award to encourage this.

5 The process/Pehea te whakatutuki

➤ See the CCS Application Guide on page 3

Where, when and how will the project happen?

Venue/location: Raglan Old School Arts Centre, 5 Stewart Street, Raglan.

Project start and finish dates: July to October 2016

Details of how the project will happen:

- The first publicity about entry for the film festival awards will be made in July 2016.
- Entries close in August and are accessed by the judging panel.
- Selection of feature films and negotiating screening rights takes place from July.
- The Film Festival itself will take place in September 2016.
- Finalisation of accounting and other matters follows.

6 The people/Ko wai nga tangata

See the CCS Application Guide on page 5

Tell us about the key people and/or community involved

The key people are the local Raglan Whaingaroa film makers. The film makers, actors and editors who enter cover children through to adults. In 2015 the Best Young Talent Award went to Whaingaroa Youth Movement for the film of their creative dance performance Nevereverland. A highlight of the 2015 Festival was the screening of the Art Film Award awarded to Lucretia Perkins for 'Whenua'. The Festival also screens arts movies (architecture, art, poetry, music) plus New Zealand feature films. We invite the film makers along for Q & A sessions after the screenings of their films. In 2016 we hope to screen TICKLED, the New Zealand independent documentary film that has recently won high acclaim at the Sundance Film Festival.

The small team of volunteers who organise the festival are another important group. Local businesses sponsor the awards and come along to the Awards night to present the awards.

Members of the local Raglan community attend the screenings as well as visitors from other part of the Waikato.

Taranaki King Country MP Barbara Kuriger and her husband Louis attended the 2015 awards night.

Estimated number of active participants 30

Estimated number of attendees 250

7 The budget/He putea

How much will it cost?

Are you GST registered?

Yes

No

GST number

55 079 161

If you are GST registered, do not include GST in these amounts.

If you are not GST registered, please provide the amounts including GST.

This budget includes GST

This budget does not include GST

Project costs

Write down all the costs of your project and include the details

For example materials, venue hire, promotion, equipment hire, artist fees and personal costs.

See the CCS Application Guide on page 6

Item	Detail	Amount
Licensing fee for films	6 at gross box office at minimum of \$150, average of 40%	900
Materials and courier fees	6 at \$38 less GST	246
Festival Coordinator	80 hrs at \$21 per hr	1920
Admin. Incidentals for project	5% of total costs (e.g. toner, paper, power, rates)	294
Venue and equipment hire	11 at \$55 plus \$140 less GST	648
Marquee Hire and Erection	2 of 8 x 6m	600
Marketing	Adverts 4 @ \$152.40	610
	Programmes 200 @ 0.25	50
	Signs	260
	Graphic design, social media, video clips, web site (3 x \$200)	600
	Posters	55
		\$
		\$
		\$
		\$
		\$
A: Total Cost		\$6183

Project income

Write down *all* the income you will get for your project from ticket sales, sale of artwork, other grants, donations, your own funds, other fundraising. Do not include the amount you will be requesting from CCS.

Item	Detail	Amount
Ticket sales	200 tickets at \$12 per ticket less GST	\$2,087
B: Total Income		\$2,087

Calculate your request from CCS using this table

A	Total cost of project	\$6183
B	Less total income	\$2087
C	Difference	\$4096
D	Amount requested from CCS	\$4096

Financial background

Tell us about any other funding you have applied for or received for this project (including funds from Creative New Zealand's other funding programmes).

Date applied	Source of funding	Type of funding eg grant	Date of result	Amount
				\$
				\$
				\$
				\$
				\$

Tell us about other grants you have received through CCS in the past three years.

Date	Project title	Have you submitted a project completion report for this project?	Amount
09.04.15	2015- 2nd Half Kids Workshops	Yes	\$3000
09.04.15	2015 Raglan Film Festival	Yes	\$2568
08.10.15	2016- 1st Half Kids Workshops	No	\$3304
08.10.15	2016- Raglan Arts Weekend	No	\$3256
08.10.15	2016 Life Drawing	No	\$600

Groups or organisations must provide a copy of their latest financial statement.

This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts.

If your group or organisation has reserves which are not being used for this project, you should include your reserves statement or policy.

Reserves Policy:

Most money held is tagged. It is either held for a specific purpose (Creative Communities, COGS, Meridian Energy Community Fund, Trust Waikato, WEL Energy Trust and OSCAR) or held on an umbrella basis for groups such as Art to Wear, Raglan Arts Weekend, or the Youth Arts Fund. Currently we are holding \$11,000 towards a building project to replace the Clay Shed in a few years time with a larger building. The operational funding grants for WEL Energy Trust and COGS will be used in the coming months. Some money is held for operational purposes such as income/expenditure fluctuations and for GST.

8 Artform, activity and cultural tradition

Which of the following artforms best describes your project?

Please select one. If your project combines more than one artform, select combined arts.

➤ See the CCS Application Guide on page 6 for definitions of each artform

- | | | | |
|-------------------------------------|------------------|--------------------------|--------------|
| <input type="checkbox"/> | Combined arts | <input type="checkbox"/> | Maori arts |
| <input type="checkbox"/> | Craft/object art | <input type="checkbox"/> | Music |
| <input type="checkbox"/> | Dance | <input type="checkbox"/> | Pacific arts |
| <input checked="" type="checkbox"/> | Film | <input type="checkbox"/> | Theatre |
| <input type="checkbox"/> | Literature | <input type="checkbox"/> | Visual arts |

Which of the following activities best describes your project?

Please select one.

➤ See the CCS Application Guide on page 8 for definitions

- Creation only
- Creation and presentation
- Presentation only (performance or concert)
- Presentation only (exhibition)
- Workshop

What is the cultural tradition of your project?

The cultural tradition of your project relates to the particular heritage that your project is part of. Cultural tradition **does not relate** to your group's ethnic affiliations or geographical origins.

Select the cultural tradition that best relates to your project and give additional information if needed.

For example, a kapa haka performance would be categorised as Maori arts or a traditional Polish folk song workshop would be Cultural tradition: European, Detail: Polish

Cultural Tradition

Detail

Maori

Pacific Island

Asian

Middle Eastern/

Latin American/African

Other

Multicultural mainly Pakeha and Maori

9 Declaration

I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programmes.

I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.

If this application is successful, I/we agree to:

- Complete the project as outlined in this application.
- Complete the project within one year of the funding being approved.
- Complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed.
- Return any unspent funds.
- Participate in any funding audit of my organisation or project conducted by the local council, if required.
- Contact the CCS administrator to let them know of any public event or presentation that is funded by the scheme.
- Acknowledge CCS funding at event openings, presentations or performances.
- Use the CCS logo in all publicity (eg poster, flyers, e-newsletters) for the project and follow the guidelines for use of the logo. Logo and guidelines can be downloaded from www.creativenz.govt.nz/logo.

I/we understand that the Waikato District Council:

- Is bound by the Local Government Official Information and Meetings Act 1987.
- I/We also consent to it recording the personal contact details provided in this application, retaining and using these details, and disclosing them to Creative New Zealand for the purpose of evaluating the Creative Communities Scheme.
- I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material.
- I/We undertake that I/we have obtained the consent of all people involved to provide these details. I/We understand that I/we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993.

Name **Rodger Gallagher**

Signature *Rodger Gallagher*

Position in organisation (if applicable) **Chairperson**

Name and signature of parent or guardian if applicant is under 16 years of age:

Name

Signature

Date

How did you hear about this fund?

Council website

Radio

Council mail out

Social media

Council staff member

Word of mouth

Creative New Zealand website

Other (please give details):

Local newspaper

Poster/flyer

10 Final check

Make sure you have:

- Completed all the sections
 - Checked that your budget balances
 - Provided quotes and financial details
 - Attached supporting documents
-

Submitting your application

Mail your application to:

Waikato District Council, P O Box 544, Ngaruawahia 3742

Attention: Lianne van den Bemd, Community Development Coordinator

Courier your application to:

Waikato District Council

114 Great South Road, Ngaruawahia 3742

Hand deliver your application to:

Waikato District Council

15 Galileo Street, Ngaruawahia



Agreement for Use:

Old School Arts Centre

HIRE OF THEATRE, GALLERY, ST LAZARUS ART STUDIO AND BACK GARDEN

Name of Hirer: Raglan Film Festival 2016

Organisation: RCAC

Room(s) Required: THEATRE / GALLERY / ST LAZARUS ART STUDIO / BACK GARDEN

Event: _____

Event Date: _____ Full Day: _____ Half Day: _____ Evening: _____

Times (including set-up & pack-down): _____

- half day - Mornings are considered to be between the hours of 7am – 12pm
- half day - Afternoons between the hours of 12pm – 5pm
- half day - Evenings between the hours of 5pm – 11pm
- part day: between the hours of 8am – 3pm

Contact Person: _____

Contact Phone: _____ (Mobile: _____)

Email: _____

From 1 April 2014, the hire of one room and use of tea/coffee making facilities will be as follows (all prices include GST):

Standard Rate: Once only hire for a corporate function OR for a commercial activity (e.g. participant fees more than \$30 per day): **\$60 for a half day, or evening use / \$120 for a full day/\$100 for 8am-3pm / or as per the Special Conditions on attached page.**

Reduced Rate: One-off hire by a not for profit community group (e.g. a Hui, Planning Workshop, Meeting or Event with no entry fee) or for a fee paid workshop or event with participant fees of under \$15: **\$30 for a half day, or evening use / \$60 for a full day/\$50 for 8am-3pm**

Special Member rate: for Old School Arts Centre members who use the centre on an on-going basis for arts related events, meetings or workshops. (i.e. One day a month for 3 or more months OR three or more days in a row OR multiple day hirers arranged for the whole year): **\$20 for a half day, or evening use / \$40 for a full day/\$33 for 8am-3pm**

Use of St. Lazarus Kitchen: **\$30 per half day or evening use / \$60 for a full day**

Use of Back Garden (includes x 8 outdoor tables, x 8 wooden chairs, x 35 green chairs and x 2 patio umbrellas): **\$30 per half day or evening use / \$60 for a full day**

Hire of Video/Projection Equipment: \$25 extra

Hire of PA Sound System: see separate agreement for rates and conditions

* See over for rate guidelines and discounts:-



Agreement for Use
ST LAZARUS KITCHEN

Old School Arts Centre

Name of Hirer Raglan Film Festival 2016.

Organisation RCAC.

Room Required: ST LAZARUS KITCHEN

Event: _____ Date(s): _____

Contact Person: _____

Phone: _____ Mobile: _____ Email: _____

Address: _____

Full Kitchen use in St Lazarus Building. Please tick (✓) booking period / usage below:

Usage	1 - 5 hrs	5 - 8 hrs	8 - 12 hrs
Casual Rate	\$70 = \$14ph	\$95 = \$11.88ph	\$130 = \$10.83ph
Regular: Light	\$35 = \$7ph	\$50 = \$6.25ph	\$70 = \$5.83ph
Regular: Standard	\$45 = \$9ph	\$65 = \$8.13ph	\$95 = \$7.92ph
Regular: Heavy	\$60 = \$12ph	\$85 = \$10.63ph	\$115 = \$9.58ph

(And \$20 per additional hour for Regular Users.)

Intensive Hire Rates	1 - 3 hrs	Additional hours per hour (ph)	Full day (12 hrs)
Casual	\$100 = \$33.33ph	\$25 ph	\$250 = \$20.83ph
Regular	\$75 = \$25ph	\$20 ph	\$200 = \$16.67ph

Usage description:

Light: up to 2 dishwasher cycles and cooker (hob or oven) NOT used.

Standard: up to 6 dishwasher cycles and use of EITHER hob OR oven for up to 2 hours within the 5 hour period.

Heavy: multiple dishwasher cycles and use of EITHER hob OR oven OR both for more than 2 hours within the 5 hour period.

Intensive: an established business in full production.

Regular User: x1 of more regular bookings per month on an ongoing basis. All other users will be charged at the Casual Rate.



Hire for Kitchen AND Wet Arts Studio together (NB: required for catered events).

Please tick (✓) booking period / usage below:

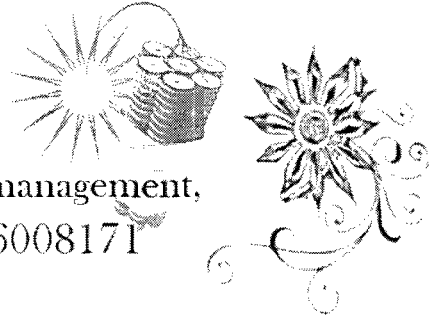
Kitchen & Arts Studio	1 – 5 hrs	5 – 8 hrs	8 – 12 hrs	12 hrs	
Regular	\$80 = \$16ph	\$105 = \$13.13ph	\$130 = \$10.83ph	\$180 = \$7.5ph	\$270 = \$5.62ph
Casual	\$90 = \$18ph	\$120 = \$15ph	\$150 = \$12.50ph	\$192 = \$8.0ph	\$288 = \$6.0ph

Policy for Booking Cancellations or Changes:

1. **Cancellation** has to be 7 days in advance to avoid hire charges being applied.
2. **Changes to bookings** incur a \$10 admin fee.
3. **Above charges** all based on self-cleaning, as per our standard Terms and Conditions below. If **cleaning is required** a charge of \$50 applies.
4. **Additional fridge/ freezer accommodation and power usage** will be determined on an individual basis.
5. **Alarm callout:** if an alarm callout is caused a \$50 charge will apply (as per our standard Terms and Conditions below).

- **Please note** that the kitchen facility and its equipment is a community facility run by the Raglan Community Arts Council as an incubator for local enterprises and to extend the options for room hires here at the Old School Arts Centre. While we endeavour to ensure that everything is in good working order, we are unlikely to be able to arrange for immediate repairs for any broken, damaged or faulty equipment (eg: oven, fridges, and dishwasher).
- **All technical faults** need to be reported to the office as soon as possible, so we can arrange for trade people to be booked. However, if equipment cannot be repaired immediately it would be wise for all kitchen users to have an emergency back-up plan to allow them to complete their catering plans, as the Raglan Community Arts Council will not be liable for any loss of stock or produce due to equipment failure.
- **Please remember** that we are a volunteer, not-for-profit organisation, with the office open every Monday and Wednesday from 10am – 2pm.

TnT Creative



Moroccan tent, party marquee and lighting hire
decor, creative assistance, props design + build, event management,
Tracy Brechelt 021-2649324 Tim Turner 022-6008171
oneoffproductions@yahoo.co.nz

Quote to
Raglan Film Fest 2016

8x6 MARQUEE installed and removed \$300

we have 2 of these so if needed can supply both, cost is per item.

Please let us know in good time so we can confirm the marquee for you event

With thanks for your interest

A handwritten signature in cursive script, appearing to read 'Tim Turner'.

Tim Turner

Raglan Ink Ltd
P O Box 234
Raglan
PH 07 8257076



Date: 11/01/2016

Client: Raglan Film Festival 2016

Rodger - thank you for your inquiry and the opportunity to quote the following.
We trust it meets your requirements.

Quotation for: Printing - Posters
Ink: Full process colour 1 side
Stock: 120 gsm silk white

<u>Quantities</u>		<u>30xA4</u>	<u>5XA3</u>
Production Cost	\$	45.00	\$ 10.00
GST		6.75	1.50
Total Price	\$	51.75	\$ 11.50

Quotation for: Printing - Programmes
Ink: Black white both sides
Stock: 80 gsm copier

<u>Quantities</u>		<u>200xA4</u>
Production Cost	\$	50.00
GST		7.50
Total Price	\$	57.50

Quotation for: Advertising in the Raglan Chronicle
Size: 10x2
Ink: Full process colour

<u>Quantities</u>		<u>\$ per insert</u>
Production Cost	\$	152.40
GST		22.86
Total Price	\$	175.26


Quotation for: Advertising in the Raglan Chronicle
Size: 10x1
Ink: Full process colour

<u>Quantities</u>		<u>\$ per insert</u>
Production Cost	\$	101.20
GST		15.18
Total Price	\$	116.38

This quote is valid for 1 month.
We look forward to working with you and providing you with a quality product.
This quote is submitted in good faith based on information you have supplied to us.
If the job specification changes, we will contact you before exceeding the quoted price.

Kind regards,

Raglan Ink Team

Send it now Delivered by **CourierPost**  (1)

Shipping and Cost Options

Your item

Please select a shipping option for each of your item

Package Dimensions 32(L) x 25(W) x 20(H) 5 (kg)

Delivery Address 112 Queen Street, Northcote Point, Auckland, 0627

View Options

Overnight Delivery, Non-Signature

\$12.19 (incl GST)

Overnight Delivery, Signature Required

\$13.21 (incl GST)

Please note that the individual prices displayed, when summed, may not exactly match the order total. This variation occurs because pricing is managed to 4 decimal places.

TOTAL \$13.21

Cancel Proceed To Booking

Weight vs Volumetric weight calculation



D Signs NZ Ltd
 4 Helen Place
 Raglan
 3225

p. 07 825 8609
 m. 0274374467

m. 027 4 D SIGNS
 dsignsnz@xtra.co.nz

Raglan Old School Arts Centre Stewart Street Raglan	Quote GST No: 94-161-557 Date:11/01/16	
<p><u>Description</u></p> <p>Signage</p> <p>Remove graphics from PVC banner add new graphics</p> <p>Supply & Install 1100mm x 500mm x5mm Corflute Addition to billboard sign</p> <p>Sub Total</p> <p>+GST</p> <p>Total</p> <p>Thank you I appreciate your business. Daniel Mills.</p> <p><i>All visual layouts and quotetation information is confidential and remains the property of D Signs NZ Ltd Raglan until paid for in full.</i></p>	<p><u>Qty</u></p> <p>X1</p> <p>X1</p> <p>15%</p>	<p><u>Price</u></p> <p>\$150.00+gst</p> <p>\$110.00+gst</p> <p>\$260.00</p> <p>\$39.00</p> <hr/> <p>\$299.00</p> <hr/>

Zimbra

rodger@raglanartscentre.co.nz

[arts] Re: Quote for typical screening costs

From : Jo Faulder <jo@audiencefilms.co.nz>
Subject : [arts] Re: Quote for typical screening costs
To : Rodger Gallagher <rodger@raglanartscentre.co.nz>

Mon, 11 Jan, 2016 10:45

Hi Rodger
Costs would be a minimum of \$150 against 25%.

Regards,
Jo

Jo Faulder
Audience Films
Ph: 09 834 4186
Mob: 021 630 017
www.audiencefilms.co.nz

On 11/01/2016, at 10:37 am, Rodger Gallagher <rodger@raglanartscentre.co.nz> wrote:

Hi Jo

I am doing a grant application now for our Film Festival that we run in September.

Would you please provide a quote of what your standard costs are for screenings.

i.e. Minimum of \$xx and Gross Box Office of zz% and any other costs that could apply.

The quote can just be a return email.

Thanks,

Rodger Gallagher

Raglan Community Arts Council

SCANNED

Doc No _____

I Applicant Details**Are you applying as an individual or group?**

Individual

x

Group

Full name of applicant

Raglan Community Arts Council

Contact person (for a group)

Raglan Old School Arts Centre

Daytime phone number

78250023

Postal address*All correspondence will be sent to this address*

Street/P O Box

5 Stewart Street

Suburb

City

Raglan

Post Code 3225

Email

Ethnicity of applicant*Please tick and provide detail eg Ethnicity: Pacific Island, Detail: Samoan*

x NZ European

Maori

Pacific Island

Asian

Middle Eastern/

Latin American/African

Other

Would you like to speak in support of your application at the local assessment committee meeting?*If you mark yes, talk to your local CCS administrator before you go so you know who you will be speaking to and for how long.*

x Yes

No

Bank account name and number*This is where funds will be deposited if your application is successful*

Name Westpac Branch Raglan, Raglan Community Arts Council
03 1563 0028263 00

Account Number

2 Project Details**Project name***For example, South Taranaki children's ceramic workshops**Kids Clay – after school arts workshop for children***Brief Description***For example, six ceramic workshops during the school holidays for children aged 8-12**To run three weekly clay classes for children aged 5-12 years, for two terms. A term consisting of 8 weeks.***Does your project have an arts or creative cultural focus?**

x Yes

No

Will your project take place within the city or district where the application is made?

x Yes

No

*If the answer is no to either of these questions your project is likely to be ineligible.
Please contact your CCS administrat-***Funding criteria****Which of the scheme's three funding criteria are you applying under?***Please select one. If your project meets more than one criteria, choose the one that is the project's main focus.**➤ You can find examples of each criteria in the CCS Application Guide page 10*

Participation: Create opportunities for local communities to engage with, and participate in, local arts activities.

Diversity: Support the diverse arts and creative cultural traditions of local communities.

x **Young people:** Enable young people (under 18 years) to engage with, and participate in, the arts.

If you do not know which of the three fits your project, contact your CCS administrator.

3 The idea/He aha te kaupapa

➤ See the CCS Application Guide on page 2

What do you want to do?

To run after school clay workshops for children aged 5 -12 years at the Raglan Old School Arts Centre 2016 for terms three and four weekly on days Monday, Tuesday (could change to a Wednesday) and Thursday

The children will learn in a stimulating and caring environment new skills in clay. Building a greater confidence in their ability to express themselves artistically through clay.

Kids clay workshops have run for the past seven years at the community clay shed at the Raglan Old School and has gone from running one class to three classes due to the popularity - we run as many classes as we can. Often parents have to book a term ahead to secure a place for their child.

The objective of the workshops is to foster a the textual and fine motoric development and 3d perception in children. The aim is to develop an idea and forming it into a 3D sculpture. Working with clay does not give kids instant gratification the sculptural expression is learned through structured steps to achieve the goal, the children are taught vital methods in the hope that their work will be in one piece by the end of the workshops.

Working with clay offers the children the opportunity to create one project over a few weeks, learning the process start to finish, starting with the wet clay working it to a finished quality then leaving it for the drying process, bisque firing then glazing works with colours and using stains and oxides before finally putting it through a Glaze fire.

The benefits/He aha nga hua

➤ See the CCS Application Guide on page 3

How will your project benefit your community?

The children attending are from Raglan/Whaingaroa and the wider community they will benefit through the provision of constructive and educational after-school activities.

The cost is sometimes a barrier for parents and it's a shame if it only reaches those kids with less financial difficulty than others. The subsidised classes definitely allow more children to participate with in the community.

5 The process/Pehea te whakatutuki

➤ See the CCS Application Guide on page 3

Where, when and how will the project happen?

Venue/location:

Project start and finish dates:

Details of how the project will happen:

At the Raglan Old School Arts Centre in the Community Clay Shed (We are CYP approved for running children's classes)

The Raglan Old School Clay shed was founded 15 years ago and has grown into a place of learning and expression in clay to all age groups in the wider Raglan Community. The members have grown so much we are working really hard to eventually get a new larger clay shed to facilitate the variety of member's needs.

The Raglan Community Clay Shed is a unique facility as there is nothing of its kind anywhere in our area. At present we have 120 kids 5 – 12-year-old a year participating in clay workshops.

It gives community the opportunity to share skills in clay and learn, open to everyone. It also a place of creative freedom, there is all the tools and firing equipment available for members to access.

Each work shop (a term) is eight weeks long and happens three days a week. Dates for next year's workshops -

1st of June Term 3 and 17th October Term 4 -2016 roughly

8

6 The people/Ko wai nga tangata

➤ See the CCS Application Guide on page 5

Tell us about the key people and/or community involved

We have three experienced tutors currently - Rae Clarke and Jodi Collins and Natasha Rae and each class has an extra person to act as a helper which is also an important position to reach each child and make sure their needs are met.

Our position as tutors is to design a different workshop plan for each term, consisting of a new theme presenting new challenges for the kids to experience in clay; teaching kids new techniques and creative expression.

We direct the classes and prepare the lesson, assist kids that they each get one on one time and to assure that each child's work is fired and glazed and that they go away with a few pieces by the end of the term.

Each tutor is experienced in clay and have artistic backgrounds, and as tutors we share a passion in the arts.

The helpers assist the tutors during kids workshops they too have their own experience to offer to the class. They share the work load and help with the clay shed maintenance.

The community clay members consist of 32 current members that also at different times volunteer during special events and fundraisers – such as our clay mural project and take turns opening the Clay shed for public days like the Raglan - 'Art trail' and 'Creative Market'.

Estimated number of active participants

Three Tutors, Ten Helpers

Estimated number of attendees

Maximum 30 children per term

7 The budget/He putea

How much will it cost?

Are you GST registered?

Yes

No

GST number 55 079 161

If you are GST registered, do not include GST in these amounts.

If you are not GST registered, please provide the amounts including GST.

x This budget includes GST

This budget does not include GST

Project costs

Write down all the costs of your project and include the details

For example materials, venue hire, promotion, equipment hire, artist fees and personal costs.

➤ See the CCS Application Guide on page 6

Item	Detail	Amount
eg Hall hire	eg 3 days hire at \$100 per day	eg \$300.00
Tutors	Planning classes, Teaching and setting up and cleaning clay shed at 2.5 hrs per class with 8 classes of 3 streams per term for 2 terms = 120 hours at \$25 Firing and glazing works – at least 6 firings per term for two terms take an estimated hour each firing to load and unload the kiln 12 hrs \$25 pr hr = \$300	\$3000 (excludes gst) \$300
Adult assistant (helping hands)	\$150 per term, 3 x classes and 2 terms	\$900.00
Venue hire	48 classes using Lazarus building at \$30 per class reduced rate –1440 - gst	\$1,252.17
Admin	Administration specific to these classes Taking class bookings - receiving and processing payments, liaising with parents, and contribution to costs such as photocopier paper, toner and a small contribution to general overhead costs	\$635.22
Program planning and coordination	Class coordination \$50 per stream 6 x \$50 = \$300	\$300.00
Materials / Equipment and firing	Materials firing and equipment for workshops: \$ 100 per class, 6 x \$100 \$600	\$600
Marketing and Printing	Time using emailing parents, schools and advertising on Facebook/chronicle or designing of posters and printing \$50 per stream 6 x \$50 = \$300	\$300.00

A: Total Cost

\$7,287.39 ex gst

Project income

* Additional information will be sent from the 'old school Arts Centre' Incomings + outgoings.

Write down *all* the income you will get for ⁵⁹our project from ticket sales, sale of artwork, other grants, donations, your own funds, other fundraising. Do not include the amount you will be requesting from CCS.

Item	Detail	Amount
eg Ticket sales	eg 250 tickets at \$15 per ticket	eg \$3,750.00
Workshop kid's fees	3 classes estimate of 8 kids per class paying 5 kids paying the full amount of \$80 and 3 kids paying a special reduced amount of \$70 x 2 terms = \$3660 less GST \$3182.61	\$3182.61 – GST
B: Total Income		\$3182.61

Calculate your request from CCS using this table

A	Total cost of project	\$7,287.39
B	Less total income	\$3182.61
C	Difference	\$4,104.78
D	Amount requested from CCS	\$4,104.78

Financial background

Tell us about any other funding you have applied for or received for this project (including funds from Creative New Zealand's other funding programmes).

Date applied	Source of funding	Type of funding eg grant	Date of result	Amount
				\$
				\$
				\$
				\$
				\$

(information attached)

Tell us about other grants you have received through CCS in the past three years.

Date	Project title	Have you submitted a project completion report for this project?	Amount
09.04.15	2015- 2nd Half Kids Workshops	no	\$3000
09.04.15	2015 Raglan Film Festival	no	\$2568
04.06.14	2014- 2nd Half Kids Workshops	Yes	\$2500
12.11.14	2015- 1st Half Kids Workshops	Yes	\$3326.09

Groups or organisations must provide a copy of their latest financial statement.

This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts.

If your group or organisation has reserves which are not being used for this project, you should include your reserves statement or policy.

8 Artform, activity and cultural tradition

Which of the following artforms best describes your project?

Please select one. If your project combines more than one artform, select combined arts.

➤ See the CCS Application Guide on page 6 for definitions of each artform

- | | |
|------------------|---------------|
| Combined arts | Maori arts |
| Craft/object art | Music |
| Dance | Pacific arts |
| Film | Theatre |
| Literature | x Visual arts |

Which of the following activities best describes your project?

Please select one.

➤ See the CCS Application Guide on page 8 for definitions

- Creation only
- Creation and presentation
- Presentation only (performance or concert)
- Presentation only (exhibition)
- x Workshop

What is the cultural tradition of your project?

The cultural tradition of your project relates to the particular heritage that your project is part of. Cultural tradition does not relate to your group's ethnic affiliations or geographical origins.

Select the cultural tradition that best relates to your project and give additional information, if needed.

For example, a kapa haka performance would be categorised as Maori arts or a traditional Polish dancing workshop would be Cultural tradition: European, Detail: Polish

Cultural Tradition

Detail

Maori	_____
Pacific Island	_____
Asian	_____
Middle Eastern/	_____
Latin American/African	_____
x Other	We draw traditions and themes in clay from all sources not specific to one culture, multi-cultural

9 Declaration

I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programmes.

I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.

If this application is successful, I/we agree to:

- Complete the project as outlined in this application.
- Complete the project within one year of the funding being approved.
- Complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed.
- Return any unspent funds.
- Participate in any funding audit of my organisation or project conducted by the local council, if required.
- Contact the CCS administrator to let them know of any public event or presentation that is funded by the scheme.
- Acknowledge CCS funding at event openings, presentations or performances.
- Use the CCS logo in all publicity (eg poster, flyers, e-newsletters) for the project and follow the guidelines for use of the logo. Logo and guidelines can be downloaded from www.creativenz.govt.nz/logo.

I/we understand that the Waikato District Council:

- Is bound by the Local Government Official Information and

- Meetings Act 1987. 62
- I/We also consent to it recording the personal contact details provided
- in this application, retaining and using these details, and disclosing
- them to Creative New Zealand for the purpose of evaluating the
- Creative Communities Scheme.
- I/We understand that my/our name and brief details about the
- project may be released to the media or appear in publicity material.
- I/We undertake that I/we have obtained the consent of all
- people involved to provide these details. I/We understand that I/we
- have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993.

Name

Jodi Prinz

Signature

Jodi Prinz

Position in organisation (if applicable)

Tutor

Name and signature of parent or guardian if applicant is under 16 years of age:

Name

Signature

Date

How did you hear about this fund?

Council website

Radio

Council mail out

Social media

Council staff member

x Word of mouth

Creative New Zealand website

Other (please give details):

Local newspaper

Poster/flyer

10

Final check

Make sure you have:

x Completed all the sections

- x Checked that your budget balances 63
- x Provided quotes and financial details
- x Attached supporting documents

Submitting your application

Mail your application to:

Waikato District Council, P O Box 544, Ngaruawahia 3742

Attention: Lianne van den Bemd, Community Development Coordinator

Courier your application to:

Waikato District Council

114 Great South Road, Ngaruawahia 3742

Hand deliver your application to:

Waikato District Council

15 Galileo Street, Ngaruawahia

Kids clay office hours

Admin: hourly rate @ \$21 and \$18. Processing 30x registration with parents including waiting lists/cancellations/payments/deposits for ONE TERM ONLY e.g. Monday, Tuesday, Thursday x2 terms = 60x registrations

Program planning and co-ordination: organising mid-term planning and review meetings with tutors and actions arising around health and safety, new initiatives, registration forms, signage, helping hands per term 3 workshops x 2 terms. Updating mail chimp databases and outlook with contact information from parents (mobile/email/address)

Materials/equipment/firings – kiln costs as per clay shed form and clay purchased

Marketing/printing –posters are 60c per A4 – we print approx. 80 A4 posters and 60 small flier size for schools. 20 around town 10 for zone 2 business areas, remainder to schools Waitetuna, Te Uku, Raglan Area School, Matapihi, Lets Grow and Raglan Kindergarten. Including also media Chronicle, Waikato Times, FB updates and re-formatting documents to suit media as appropriate e.g. jpg files, pdf files, word files. Also monthly newsletter

Contact: Jacquelline Anderson 078250023 for any more enquiries

Natasha Rae
 Government Road
 Raglan
 0277584381

Kids After school clay classes Date: (Term 4 Thursday classes)

10 December 2015

Description	Qty	Rate	Amount
Tutors wages – Prep/ Planning, set up/take down, teaching hours, cleaning venue	8 classes 20 hours	\$25 per hr	\$500.00
Firings -loading, un loading kiln Bisque and Glaze firings	3 hrs	\$25 per hr	\$50
	Total	\$550	

Rae Clarke
 Hills Road
 Raglan
 0211702091

Kids After school clay classes Date: (Term 4 Monday classes)

10 December 2015

Description	Qty	Rate	Amount
Tutors wages – Prep/ Planning, set up/take down, teaching hours, cleaning venue	8 classes 20 hours	\$25 per hr	\$500.00
Firings -loading, un loading kiln Bisque and Glaze firings	3 hrs	\$25 per hr	\$50
	Total	\$550	

Jodi Collins
 4095 State highway 23
 RD1
 Raglan
 078257319

Kids After school clay classes Date: (Term 4 Tuesday classes)

10 December 2015

Description	Qty	Rate	Amount
Tutors wages – Prep/ Planning, set up/take down, teaching hours, cleaning venue	8 classes 20 hours	\$25 per hr	\$500.00
Firings -loading, un loading kiln Bisque and Glaze firings	3 hrs	\$25 per hr	\$50
	Total	\$550	