

Contents

The outcomes we're looking for	4
Strategic outcomes	4
Arts Grants and Annual Arts Grants programme purposes	6
Te Hā o ngā Toi – Māori Arts Strategy 2019 – 2024	8
The Pacific Arts Strategy 2018 – 2023	9
Eligibility for funding	10
General eligibility criteria	10
Breaches of agreements	11
Other Creative New Zealand funding	12
Partnering with organisations in CNZ's Toi Uru Kahikatea or Toi Tōtara Haemata investments programmes	13
Investment clients' eligibility for contestable funding	14
Eligibility for Annual Arts Grants	15
Reapplying for a previously declined project	18
What we don't fund	19
Activities that are the responsibility of other government agencies	19
Buying capital items, renovating or buying buildings, or restoring marae	20
Education resources and activities that are part of a course of study in New Zealand	21
Activities that are the core business of a Tertiary Education Organisation (TEO)	22
Activities that are the core business of a Territorial Local Authority (TLA) or Council Controlled Organisation (CCO)	23
Fashion design, game design and commercial design	24
The artforms we support	25
Community arts	25
Craft/Object art	27
Dance	29
Interarts	31
Literature	33
Multidisciplinary arts	35
Music	36
Ngā toi Māori	39
Pacific arts	42
Theatre	44
Visual arts	46
Types of funding	48
Arts Grants funding types	48
Additional activity guidelines and advice	49
Commercial/dealer galleries	49
Commissions	50
Competitions	51
Design (Craft/Object)	52
Documentary and archival projects	53
Festivals	54
International activity	56
International art fairs	56
International artists	57
International book fairs and festivals	58

International commissions, touring, presentations and exhibitions	59
International performing arts markets	60
International professional development and study	61
International residencies	62
Internships	63
Literature writing and illustrating grants	64
Mentoring	65
Music recording	66
New media	67
Public museums and galleries	68
Publishing	69
Residencies within New Zealand	71
Touring within New Zealand	72
Websites and apps	74
Young New Zealanders	75
Budgets	77
Budget templates	77
Standard project budget template	77
Activity and budget template for a programme of activity	79
Literature publishing subsidy budget template	80
Expenses	81
Administration and overhead costs	81
Allowances (per diems)	82
Capital expenditure	83
Composer's fees	84
Contingencies	85
Marketing and promotion costs	86
Production, exhibition, event and material costs	87
Remuneration guidance	88
Total Cost	90
Revenue	91
Earned revenue for the project	91
Support from other sources	92
CNZ grant	93
Amount requested	93
Eligibility	94
Goods and services tax (GST)	95
Support material	96
How should I format my support material?	96
Letters of support	98
Letters of invitation, confirmation or availability	99
Artistic support material	100
Planning documents	101
Budget support material	102
Assessment	103
Who assesses your application?	103
Assessment and decision-making process	104
Sample application forms	106

Strategic outcomes

Last Modified on 23/03/2021 8:54 am NZDT

To receive funding from Creative New Zealand your project must achieve one of our long term goals, which we call Strategic Outcomes. Be sure to make a statement in your application about how your project will achieve one of these:

- High-quality New Zealand art is developed
- New Zealanders participate in the arts
- New Zealanders experience high-quality arts
- New Zealand arts gain international success
- New Zealand's arts sector is resilient

You can read more about our outcomes and strategic direction in our Statement of Intent 2019 - 2029.

High-quality New Zealand art is developed

We support projects where high-quality New Zealand arts are 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
- create work that excites, challenges, inspires and resonates with audiences.

New Zealand arts gain international success

We support projects where New Zealand artists, arts practitioners and arts organisations can:

- 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
- promote New Zealand and its arts to international audiences

New Zealanders participate in the arts

We support projects that allow New Zealanders to have as many opportunities as possible to participate in the arts, including to:

- express themselves artistically
- celebrate, practise, transmit and develop their diverse artistic traditions and cultural heritage
- develop links between communities.

New Zealanders experience high-quality arts

We support projects that broaden the opportunities for all New Zealanders to experience high-quality arts, including by:

- ensuring access to a diverse range of arts experiences
- investing to engage under-served communities.

New Zealand's arts sector is resilient

We support projects that build the resilience of the arts sector 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.

Arts Grants and Annual Arts Grants programme purposes

Last Modified on 13/07/2021 5:06 pm NZST

To receive funding from our **Arts Grants** or **Annual Arts Grants** programmes your project must achieve one, or more, of the programme's purposes. Be sure to make a statement in your Arts Grants application about how your project will achieve one of these:

1. More sustainable careers for individual artists and arts practitioners
2. Development of arts practice
3. Innovation in New Zealand arts
4. Opportunities for diverse communities to access and participate in high-quality arts experiences

More sustainable careers for individual artists and arts practitioners

For instance, capability building projects that allow individual artists and arts practitioners to:

- develop professional skills that support their careers
- grow national and international audiences for their work
- develop diverse sources of support
- develop skills and knowledge to ensure their artwork and practice is relevant to New Zealanders and international audiences.

Development of arts practice

For instance, projects which encourage the development of:

- individual artists and arts practitioners through improving their artistic quality, their ability to be innovative and/or share best practice with international peers, so that they can reach their potential and achieve their goals
- arts organisations through improving their artistic quality, organisational effectiveness, and financial health
- New Zealand's arts infrastructure, arts communities and audiences.

Innovation in New Zealand arts

For instance, projects that allow artists, arts practitioners and arts organisations to actively investigate new ways of working and take artistic risks. Innovation may exist in the:

- form of the work
- process of creating the work
- way the work is presented

- ways the work engages with its audience
- way in which skills and techniques are passed on.

Opportunities for diverse communities to access and participate in high-quality arts experiences.

For instance, projects that:

- remove barriers to access for audiences across New Zealand
 - celebrate the arts of diverse cultures within New Zealand
-

Te Hā o ngā Toi – Māori Arts Strategy 2019 – 2024

Last Modified on 12/12/2019 12:58 pm NZDT

This is a five-year strategy with four focus areas. If you feel your project will achieve one of the Strategy's outcomes you should include a statement about it in your application.

1. **Advance ngā toi Māori practice development**

More opportunities for Māori artists to develop their arts practice, skills and progress their careers in Aotearoa and internationally.

2. **Increase public engagement with ngā toi Māori**

More opportunities for New Zealanders to access and experience ngā toi Māori in communities and regions across Aotearoa.

3. **Build a stronger sector to advance ngā toi Māori aspirations**

The arts sector champions ngā toi Māori and mātauranga Māori.

4. **Working collaboratively with others to strengthen ngā toi Māori**

Partnering with Crown and cultural agencies to strengthen Māori artists and arts.

Click here to read the full strategy: [Te Hā o ngā Toi – Māori Arts Strategy 2019 – 2024](#)

The Pacific Arts Strategy 2018 – 2023

Last Modified on 16/12/2019 10:56 am NZDT

This is a five-year strategy with four focus areas. If you feel your project will achieve one of the Strategy's outcomes you should include a statement about it in your application.

1. **Tagata**

Pasifika artists and arts practitioners are resourced to develop their practice and deliver outstanding work.

2. **Moana**

Meaningful connections are made, across Aotearoa, Oceania and globally, to ensure that **Pacific arts** are further enriched.

3. **Vaka**

Pacific arts groups, collectives and organisations are supported to help lead and grow Pacific arts in Aotearoa.

4. **Va**

An innovative and networked Pacific arts environment exists so that Pacific arts are strengthened for future success

Click here to read the full strategy: [The Pacific Arts Strategy 2018 – 2023](#)

General eligibility criteria

Last Modified on 30/07/2020 4:36 pm NZST

We can accept applications from:

- Individuals who are New Zealand (NZ) citizens or permanent residents.
- NZ-based organisations
- International arts organisations. But, the application must show benefits to New Zealand arts.
- Employees of tertiary education organisations in New Zealand. But, the application must clearly state the level of support the project will receive from their employer.

To receive funding:

- Your project or activities must directly benefit New Zealand arts, artists or practitioners.
- You must have a track record of experience and success* — this means you must have:
 - recognition from peers or experts
 - achieved a degree of critical or sales success
 - specialised training or practical experience.

*For examples of what success means in your artform check under [The artforms we support](#).

Different funding programmes may also have additional eligibility requirements. These will be listed on the relevant funding programme web page on our website.

Breaches of agreements

Last Modified on 13/07/2021 3:48 pm NZST

We cannot consider an application if you, your organisation, or key members of your project team are in breach of the conditions of a current funding agreement, which includes missing the deadline for reporting on a previous grant or other funding contracts.

If you receive funding, be sure to read all the terms and conditions in your funding agreement and note your reporting deadlines so you don't breach the agreement. If we consider the terms and conditions of funding to be seriously breached, we reserve the right to terminate the grant and seek repayment.

The following penalties apply to default clients:

- payments for current or pending grants will not be made until a satisfactory report is received
 - you will not be eligible to apply for funding for a minimum of 6 months after receipt of the project completion report
 - your default history will remain permanently on file
 - Creative New Zealand may forward your contact details to a debt collection agency to seek the repayment of the grant and additional collection charges to the grant recipient will be applied
-

Other Creative New Zealand funding

Last Modified on 05/12/2019 9:14 am NZDT

Your project, or the phase of the project for which you are applying, cannot have already received funding from a Creative New Zealand funding programme or initiative.

For example, if you receive an Arts Grant you can't top it up with a grant from the Creative Communities Scheme.

Some activities can only be supported by specific funding programmes. These include, but are not limited to:

- International Art Fair Fund
- Creative New Zealand Samoa Artist in Residence
- Berlin Visual Arts Residency
- Aotearoa delegation to the Festival of Pacific Arts and Culture
- Translations Grants
- International Promotional Fund for Literature

If you are in any doubt about which funding programme to apply to, contact our Funding Services team at funding@creativenz.govt.nz for advice.

Partnering with organisations in CNZ's Toi Uru Kahikatea or Toi Tōtara Haemata investments programmes

Last Modified on 12/12/2019 12:59 pm NZDT

If your project is in partnership with, or will result in a presentation at, an organisation in Creative New Zealand's Toi Uru Kahikatea or Toi Tōtara Haemata investment programmes you must supply a letter from them that outlines their contribution to the project.

Investment clients' eligibility for contestable funding

Last Modified on 02/03/2020 5:09 pm NZDT

Some contestable funding programmes are open to organisations already funded through the Toi Tōtara Haemata and Toi Uru Kahikatea investment programmes but only if it's a **new project, or new project phase** beyond the organisations agreed Programme and Budget.

It must also offer additional delivery to our [Investment Strategy Te Ara Whakamua 2018-2023](#)

Your agreed Programme and Budget is the list of activities submitted on November 20th each year and approved by Creative New Zealand in December each year. This list of activities is the record of what Creative New Zealand has agreed to fund in a calendar year as per Schedule 1, Clause 6 of your Tōtara or Kahikatea Funding Agreement.

As an organisation it's your responsibility to clearly demonstrate that the application meets CNZ's definition of a new project or project phase below.

CNZ defines a new project or new project phase as:

- A new project that is not included in your agreed Programme and Budget
- A new phase of a project that is included in your agreed Programme and Budget but has separate additional project outcomes and a discrete beginning and end that is separate from the funded project

Your application won't be eligible if:

- it supplements or is a 'top-up' for a project or activity approved as part of your Programme and Budget
- it's a new phase of a project or activity approved as part of your agreed Programme and Budget that does **not** have separate additional project outcomes

Does the new activity or project phase require an external contractor or more hours for an existing staff member to support it's delivery? If so, you can seek support towards this cost. But you must clearly identify this as a project cost in the activity budget.

Eligibility for Annual Arts Grants

Last Modified on 01/06/2021 8:37 am NZST

To be eligible to apply for this fund you must be an artist, arts practitioner, or arts organisation that:

- meets the [general eligibility criteria](#)
- meets one of the following scenarios:
 - In the four calendar years 2017–2020, you received at least three grants (from selected Creative New Zealand funding opportunities listed below*) totalling at least \$75,000, which have each been evaluated as having met or exceeded expectations.
 - In the three calendar years 2017–2019, you received funding through Toi Tōtara or Toi Uru Kahikatea investment programmes but are no longer receiving this funding.
 - You submitted an Expression of Interest in March 2020 to take part in Te Puāwaitanga, our developmental programme.
 - You are a successful recipient of an Annual Arts Grant awarded in 2020 and have submitted an interim report that has been evaluated as being ‘on track’.

Your application must also include a business plan. For advice on how to develop a business plan, please refer to our [Guide to developing your business plan](#).

The application form will be available in the [portal](#) to those artists and arts organisations we believe meet these criteria when the fund opens on 5 July 2021. If you believe you are eligible and do not have access, please contact [Funding Services](#).

*The list of selected Creative New Zealand funding opportunities is below

- Annual Arts Grants 2020
- Arts Continuity Grant 2020
- Arts Grants 2017 | Round 1
- Arts Grants 2017 | Round 2
- Arts Grants 2018 | Round 1
- Arts Grants 2018 | Round 2
- Arts Grants 2019 | Round 1
- Arts Grants 2019 Round 2 | \$10,000 - \$75,000
- Arts Grants 2019 Round 2 | Up to \$10,000
- Arts Grants 2020/21 | Round 1
- Arts Grants 2020/21 | Round 2
- Arts Grants 2020/21 | Round 3
- Arts Grants 2020/21 | Round 4
- Asia Artform Exchange Fund: Stage 1 Research
- Asia Artform Exchange Fund 2019 | Stage 2 Creation and Presentation

- Auckland Diversity Project 2017
- Auckland Diversity Project 2018
- International Art Fair Fund 2017 | Round 1
- International Art Fair Fund 2017 | Round 2
- International Art Fair Fund 2017 | Round 3
- International Art Fair Fund 2018 | Round 1
- International Art Fair Fund 2018 | Round 2
- International Art Fair Fund 2018 | Round 3
- International Art Fair Fund 2019 | Round 1
- International Art Fair Fund 2019 | Round 2
- International Art Fair Fund 2019 | Round 3
- International Indigenous Artform Exchange 2017
- International Indigenous Artform Exchange 2018
- International Indigenous Artform Exchange 2019
- International Initiative Presentation Fund 2018 | Round 2
- International Initiative Presentation Fund 2018 | Round 3
- International Initiative Presentation Fund 2018 | Round 4
- International Initiative Presentation Fund 2019 | Round 1
- International Market Development Fund 2019 | Round 2
- International Market Development Fund 2019 | Round 3
- International Presentation Fund 2017 | Round 1
- International Presentation Fund 2017 | Round 2
- International Presentation Fund 2017 | Round 3
- International Presentation Fund 2017 | Round 4
- International Presentation Fund 2018 | Round 1
- Māori Arts Presentation Fund 2017
- Māori Arts Presentation Fund 2018
- Māori Arts Presentation Fund 2019
- New Work to Asia Fund 2017 | Round 1
- New Work to Asia Fund 2018 | Round 1
- New Work to Asia Fund 2018 | Round 2
- New Work to Asia Fund 2019 | Round 1
- New Work to Asia Fund 2019 | Round 2
- Ngā Toi ā Rohe – Arts in the Regions Fund 2020
- Quick Response 2017 | Round 1
- Quick Response 2017 | Round 2
- Quick Response 2017 | Round 3
- Quick Response 2018 | Round 1
- Quick Response 2018 | Round 2

- Quick Response 2018 | Round 3
 - Quick Response 2019 | Round 1
 - Suffrage 125 Fund 2019
 - Toi Rangatahi Engagement Fund 2018/19 | Round 1
 - Toi Rangatahi Leadership Fund 2018/19 | Round 1
 - Toi Rangatahi Leadership Fund 2019 | Round 2
 - Toi Rangatahi Participation Fund 2018/19 | Round 1
 - Wild Creations 2017
 - Wild Creations 2018
 - Wild Creations 2020
-

Reapplying for a previously declined project

Last Modified on 16/06/2021 4:42 pm NZST

If your application was declined in one of our funding rounds and you want to resubmit it to a future funding round or funding programme, we will only allow this under limited circumstances and at our discretion.

Contact **Funding Services** to ask about resubmitting. Permission to resubmit is granted by the Manager, Funding Services.

If you resubmit an application without getting permission first, it won't be eligible for consideration in that funding round.

If you are given permission to resubmit, you can do so only once and it does not offer any guarantee that the application will be successful.

Criteria for resubmission

Generally, when deciding whether to allow a resubmission we look for the following things:

- The application was not submitted to any funding opportunity prior to 1 January 2021
- The application was scored highly by assessors and was recommended for funding by the assessment panel but could not be funded in that funding round due to limited budget
- The request to reapply is made within six weeks of the notification date
- The project can be completed within a new funding timeframe.

Arts Grants

You can submit a maximum of two applications to Arts Grants per financial year. Declined applications, ineligible applications and resubmitted applications all count towards this maximum number. Therefore, if you have already submitted two applications – successful or otherwise – we're unable to offer you a resubmission on top of that.

Annual Arts Grants

If you applied to Annual Arts Grants and were unsuccessful, you can apply to Arts Grants for projects that were included in your application, without seeking approval.

Ineligible applications

If your application was made ineligible in a funding round it cannot be submitted to a future funding round.

Activities that are the responsibility of other government agencies

Last Modified on 02/10/2020 3:20 pm NZDT

To make best use of our resources we don't fund activities that are the responsibility of other government agencies.

Check which government organisation funds your type of project.

- Film Commission
- NZ on Air (this includes content for TV and radio)
- New Zealand Music Commission
- New Zealand History Research Trust
- National Services Te Paerangi
- Te Matatini
- Te Māngai Pāho
- Lotteries Grants Board/Community Matters
- Te Puni Kōkiri

This is not an exhaustive list. Please also refer to [Other Sources of Funding](#) on our website.

Buying capital items, renovating or buying buildings, or restoring marae

Last Modified on 24/08/2020 9:08 am NZST

CNZ funding cannot be used for buying **capital items**, renovating or buying buildings or restoring marae.

There are other agencies and funders that may be able to help with the cost of conducting capital works. Please refer to **Other Sources of Funding** on our website.

Education resources and activities that are part of a course of study in New Zealand

Last Modified on 02/03/2021 10:45 am NZDT

We do not fund the development or delivery of core classroom programmes or resources for students as part of the curriculum for early learning, school or further education as this is the responsibility of the **Ministry of Education**.

However, we can support arts projects by, with and for young people that complement what the education sector provides in delivery of the arts and ngā toi learning areas of The New Zealand Curriculum.

We do not fund people to attend early learning, school or further education in New Zealand.

Activities that are the core business of a Tertiary Education Organisation (TEO)

Last Modified on 10/12/2019 2:20 pm NZDT

The activities that we consider to be beyond core business include:

- University publishers publishing high-quality works of literature by New Zealand authors for a general New Zealand readership
 - University galleries delivering activities that meet our [Public Museums and Galleries guidelines](#)
 - Residencies for New Zealand artists, but the application needs to show how the artist's activity will be distinct from the institution's ongoing educational programme.
 - Personal arts projects by employees of tertiary institutions, but the application must disclose the full extent of the support they will receive from their employer for the proposed project.
-

Activities that are the core business of a Territorial Local Authority (TLA) or Council Controlled Organisation (CCO)

Last Modified on 22/10/2020 11:21 am NZDT

Applications, whether made by a Territorial Local Authority (TLA) or Council Controlled Organisation (CCO) or another individual or organisation, for projects involving activities associated with a TLA or subsidiaries of council (e.g. a CCO) need to demonstrate clearly how the proposed activity sits outside the TLA/CCO's core business, by showing:

- that the council hasn't previously delivered this activity
- that the activity is not included in any key planning documents e.g. arts and culture strategy, annual plan
- that the activity is not identified in current agreed workplans and/or operating budgets

To demonstrate the above please include, as an attachment to your application, the relevant sections of key documents and make the above explicit in your application.

Metropolitan and regional galleries and museums, which are core funded by central and local authorities should refer to our [Public museums and galleries guidelines](#).

Fashion design, game design and commercial design

Last Modified on 11/05/2020 1:40 pm NZST

To make best use of our funding we focus on specific artforms. However, we're unable to fund all creative practices, including fashion design, game design and commercial design.

We support some design projects through our **Craft/Object** and **Visual arts** artforms.

- Through **Craft/Object** we support furniture and object-based design projects. Our focus is on supporting independent studio-based designers to develop new work and present it publicly, but we don't support commercial manufacture.
 - Through **Visual arts** we support 2D design projects, for instance typography, poster design, graphic design and publication design.
 - We can also support non-commercial projects that recognise and build on the interaction between design and arts practice.
-

Community arts

Last Modified on 24/08/2020 10:56 am NZST

What we mean by Community arts

Community arts are created by, with, and for a community. Creative New Zealand's focus for Community arts is on projects where the community is actively involved in creating the art.

There are also community arts activities — e.g. workshops, wānanga or fono — in which participants are involved receptively in the learning, practice, presentation and appreciation of their traditional arts practices.

A community is defined by the people within it – where these people are, what they do, shared experiences, what they are interested in or how they identify themselves. A community may be based around a place, a cultural tradition, or commonly held interests or experiences.

Community arts includes customary and contemporary practices of all the peoples of Aotearoa/New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/New Zealand today.

Track record requirements

For a **community artist, practitioner or group**, success means having successfully completed at least one community arts project which has been recognised by peers or other stakeholders as demonstrating best practice in community arts. This does not include projects delivered as part of a course of study

For a **Pasifika artist, practitioner or group**, success can be shown by having endorsements from Pasifika community leaders.

For a **Ngā Toi Māori artist, practitioner or group**, success can be shown by having endorsements from Māori community leaders.

Community arts activities we support

Creative New Zealand recognises three core strands of activity as community arts and these are:

- Community Cultural Development
 - collaboration of arts practitioners with communities to achieve artistic and social outcomes
 - processes of collective creativity
 - community-based issues focused on through the arts (for example in relation to the environment or to issues of social equity).
- Maintenance and Transmission of Cultural Traditions
 - Māori and Pasifika Heritage artforms

- defined groups of interest (such as migrant communities) maintaining and preserving their distinctive artistic and cultural traditions from one generation to the next.
- Leisure and Recreation Activities
 - community-based arts groups devoted to the recreational pursuit of diverse artforms.

A strong community arts application will identify the:

- community/communities that will be involved in the project
- creative processes and how the community will be involved in these
- key creative personnel and their experience in leading community projects
- intended outcomes or impacts of the project and how they will be evaluated.

For more detail on community arts and resources to support strong community arts projects see our [Community Arts Toolkit](#)

Craft/Object art

Last Modified on 24/08/2020 10:57 am NZST

What we mean by Craft/Object arts

Creative New Zealand sees craft/object art as including the traditional applied arts and contemporary practices of all the peoples of Aotearoa New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa New Zealand today. Genres include, but are not limited to, ceramics, furniture, glass, jewellery, object making, studio-based design, raranga, tāniko, tapa making, textiles, tivaevae, typography, and weaving.

Track record requirements

For a **craft/object artist**, success means at least one public exhibition of a body of work that achieved a degree of critical or sales success. This does not include presentations made as part of a course of study.

Craft/Object activities we support

We fund a range of activities, for example:

Developing or presenting work

- Researching or creating a new body of work.
- Commissions resulting in work that is ready for initial public presentation.
- Creating New Zealand work to be exhibited within New Zealand, particularly at public art galleries.
- Crating and freighting an exhibition of a body of work to tour within New Zealand.

Developing skills

- Mentoring and internship programmes.
- Workshops, wānanga, fono, forums, master classes, seminars and other opportunities for creative and professional development for New Zealand craft/object artists and practitioners.

Projects with international connections

- International touring of high-quality and distinctive New Zealand craft/object artworks
- Visits by international critics, curators and makers that will directly benefit New Zealand craft/object art and artists.

Other craft/object projects

- Commissioning, researching, writing, producing, publishing or distributing exhibition catalogues, monographs, essay series, and critical writing about New Zealand craft/object art and artists.

- Organising or attending a conference or symposium.
- Community arts projects that focus on professional artists and practitioners working with communities, or that have regional or national significance.
- Collaborative projects involving other arts practitioners and artforms.
- Documentary or archival projects that focus on craft/object art or a craft/object artist.
- Residencies in New Zealand or overseas
- Website projects that promote or distribute quality New Zealand craft/object arts, or engage in craft/object arts development and criticism

Studio-based design

We support studio-based design, giving priority to furniture and object-based design proposals.

Funding is available for:

- research and initial development of the new work
- public presentation of the new work, but not its commercial production.

Other design projects that we can support include those that:

- recognise and build on the interaction between design and craft/object practice
 - survey aspects of design history and place New Zealand design in artistic, cultural or social contexts.
-

Dance

Last Modified on 24/08/2020 10:57 am NZST

What we mean by Dance

Dance includes classical and contemporary dance; street, experimental and integrated dance; traditional and contemporary Māori and Pacific dance.

It includes customary and contemporary practices of all the peoples of Aotearoa/New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/New Zealand today.

Track record requirements

For a **dance practitioner**, success means having undertaken a key creative role in at least one publicly presented work that achieved a degree of critical or box-office success. This does not include presentations made as part of a course of study.

Dance activities we support

We fund a range of activities, for example:

Developing or presenting work

- Commissions to research, develop and present new work
- Creating a dance work using digital or film-based skills and technologies
- Rehearsing and presenting New Zealand dance works to New Zealand audiences
- Workshops, wānanga or fono to develop production concepts

Developing skills and audiences

- Mentoring and internship programmes
- Residencies in New Zealand or overseas
- Workshops, wānanga, fono, forums, masterclasses, seminars and other opportunities for creative and/or professional development for New Zealand producers, choreographers, dancers, dance practitioners and technicians
- Initiatives for audience development

Projects with international connections

- International opportunities for creative and/or professional development for a New Zealand choreographer, dancer, dance practitioner, producer or technician
- International touring of distinctive, high-quality New Zealand dance works
- Visits by international practitioners that will directly benefit New Zealand dance and dancers

Other dance projects

- Community arts projects that focus on professional dancers and practitioners working with communities, or that have regional or national significance
- Residencies in New Zealand or overseas
- Documentary or archival projects that focus on dance or a particular dance practitioner or organisation
- Researching, writing and publishing critical writing about New Zealand dance
- Website development projects that create, promote or distribute quality New Zealand dance, or engage in dance development and criticism

International production costs not supported

We do not fund production costs for presenting New Zealand dance by an international company for an international audience.

Interarts

Last Modified on 24/08/2020 10:58 am NZST

What we mean by Interarts

Interarts projects integrate artforms of any cultural tradition, combining them to create a new and distinct work. The result of this integration is a hybrid or fusion of artforms outside of Creative New Zealand's artform categories.

Track record requirements

For an **Interarts practitioner**, success means having presented at least one work that received a degree of critical, box-office or sales success. This does not include presentations made as part of a course of study.

Interarts activities we support

We fund a range of activities, for example:

Developing or presenting work

- Researching, develop and creating new work
- Presenting New Zealand Interarts works to New Zealand audiences
- Workshops, wānanga or fono to develop Interarts practice

Developing skills and audiences

- Mentoring and internship programmes
- Residencies in New Zealand or overseas
- Workshops, wānanga, fono, forums, masterclasses, seminars and other opportunities for creative and/or professional development for New Zealand Interarts practitioners
- Initiatives for audience development

Projects with international connections

- International opportunities for creative and/or professional development for a New Zealand Interarts practitioners
- International touring or presentation of distinctive, high-quality New Zealand Interarts works
- Visits by international practitioners that will directly benefit New Zealand Interarts practice and practitioners

Other Interarts projects

- Community arts projects that focus on professional Interarts practitioners working with communities, or that have regional or national significance
- Residencies in New Zealand or overseas

- Documentary or archival projects that focus on Interarts or a particular Interarts practitioners
 - Researching, writing and publishing critical writing about New Zealand Interarts practice
 - Website development projects that create, promote or distribute quality New Zealand Interarts projects, or engage in Interarts development and criticism
-

Literature

Last Modified on 04/03/2021 9:44 am NZDT

What we mean by Literature

Literature is a broad, inclusive concept that includes the research, writing and publishing of high-quality work in fiction or non-fiction.

Fiction includes, but isn't limited to, novels, novellas, short stories, poetry, children's fiction, young adult fiction, graphic novels, illustrated picture books, and speculative fiction such as fantasy fiction, science fiction, detective fiction, and historical fiction.

Non-fiction includes, but isn't limited to, autobiography, biography, essays, social commentary, literary criticism, reviews, analytical prose, non-fiction written for children, young adult non-fiction, and writing about the physical and natural sciences.

It includes customary and contemporary practices of all the peoples of Aotearoa/New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/New Zealand today.

Track record requirements

For a **writer of literature**, success means having had published at least one work that received a degree of critical or sales success. This does not include work published as part of a course of study.

For a **publisher of literature**, success means having previously published at least one work by a New Zealand author that achieved a degree of critical or sales success. This does not include work published as part of a course of study.

Literature activities we support

We fund a range of activities, for example:

Developing or presenting work

- Researching and writing new work
- Commissions to research and write a new work
- Original writing in te reo
- Publishing New Zealand work
- Writer-in-residence programmes

Developing skills and audiences

- Mentoring and internship programmes
- Domestic and international professional development opportunities
- Initiatives for audience development

Other literature projects

- Community arts projects that focus on professional writers working with communities (refer to Community arts)
- Literary magazines and review journals.
- Literary festivals, or support for festivals to include New Zealand writers as part of a general programme.
- Workshops, wānanga, fono, masterclasses, literary seminars and conferences featuring established New Zealand writers, editors, publishers and so on.
- Documentary projects that focus on New Zealand literature or a New Zealand writer.

Other support for Literature

The Publishers Association of New Zealand manages international market development initiatives for New Zealand literature on behalf of Creative New Zealand. This includes funding for the translation of New Zealand titles into foreign languages and an international promotional fund to support New Zealand authors to attend literary festivals or engage in other international promotional events or activity.

The Publishers Association of New Zealand also manages publishers' attendance at major international books fairs.

Activities we don't support

Creative New Zealand sees literature as a broad concept that includes high-quality writing in fiction and non-fiction. However, funding is not available for research, writing and publishing that:

- is funded by other government agencies, e.g. film, radio and television scripts; and writing and research projects supported by the History Research Trust
 - is part of an education course, e.g. textbooks and other works created for primary, secondary or tertiary educational purposes; academic theses or coursework undertaken as part of any tertiary education programme, including coursework in creative writing
 - we don't consider to be literature, e.g. instruction manuals, guide books, phrase books, do-it-yourself and how-to books, travel guides, gardening books, recipe books, bibliographies, dictionaries, encyclopaedias, professional reference works, newsletters, hymn books and publisher catalogues.
-

Multidisciplinary arts

Last Modified on 23/03/2021 8:56 am NZDT

What we mean by Multidisciplinary

Multidisciplinary projects and activities involve multiple, distinct artforms of any cultural tradition – rather than one main artform.

It includes customary and contemporary practices of all the peoples of Aotearoa/New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/New Zealand today.

What we mean by Multidisciplinary arts festival

An arts festival that takes place within a defined area or region over a designated period of time and involves a programme of arts events and activities that features at least two different artforms, of any cultural tradition.

Track record requirements

For **multidisciplinary arts** success means having previously delivered a work that achieved critical and/or sales success. This does not include presentations made as part of a course of study.

For **multidisciplinary art festivals** success means having delivered at least one festival that included works from at least two artforms, of any cultural tradition. Applicants must supply accurate revenue, expenditure and attendance information about the previous festival.

Multidisciplinary activities we support

Our multidisciplinary category includes festivals. Multidisciplinary arts festivals must take place in a defined area or region over a designated period of time. They must involve a programme of arts events and activities that feature at least two different artforms, of any cultural tradition.

We fund these festivals to do the following:

- Presentation of new or remounted excellent and innovative New Zealand art and work, including contemporary Maori and Pacific arts.
- Community arts projects and events.
- Presentation and transmission of Maori customary and Pacific heritage arts.
- Commissioning, co-production and/or development of small-scale innovative work.

Music

Last Modified on 17/11/2020 9:14 am NZDT

What we mean by Music

Music includes classical and contemporary music; orchestral, choral, and band music; opera; jazz and improvised music; sound art; contemporary popular music; 'world' music; traditional and contemporary Māori and Pacific music.

It includes customary and contemporary practices of all the peoples of Aotearoa/New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/New Zealand today.

Track record requirements

For a **musician or a music group**, success means having performed publicly with a degree of critical or box-office success. This does not include performances made as part of a course of study.

For a **music composer or writer**, success means having had published or performed at least one work that received a degree of critical or sales success. This does not include performances made as part of a course of study.

Music activities we support

We fund a range of activities, for example:

Developing or presenting work

- Creating new music work.
- New recordings (both audio and visual content) of original high-quality New Zealand music where the main purpose is to use the recording to support a future domestic or international tour, a live or digitally mediated performance, or promotion activity.
- Commissions of new music or sound work.
- Residencies in New Zealand or overseas for New Zealand composers to create new work.
- Touring or presenting in New Zealand or internationally.
- Publication of music scores by New Zealand composers.

Developing skills and audiences

- Mentoring programmes
- Workshops, wānanga, fono, masterclasses, seminars, conferences and for creative and professional development for New Zealand composers, musicians and music practitioners.
- Competitions that offer development opportunities for New Zealand performers and composers or engage with diverse communities.

- International professional-development opportunities for composers or performers.
- Initiatives for audience development.

Community projects

- Community arts projects that focus on professional musicians working with communities, or that have regional or national significance. (refer to Community arts).

Music criticism and documentaries

- Publication of monographs, essay series, journals, music scores and critical writing about music from New Zealand.
- Documentary or archival projects that focus on music from New Zealand or a New Zealand practitioner.

Activities music funding does not support

Music funding cannot be used for:

- Recording projects (both audio or visual content) where the main purpose is for broadcast, or to distribute the recording via retail or online platforms. These should be directed to NZ on Air or Te Māngai Pāho.
- Projects that have received funding from another government organisation, such as NZ on Air or the New Zealand Music Commission. This includes projects that receive support via the NZ Music Recovery Package 2020/21 and 2021/22.
- Production costs for presenting New Zealand music by an international company for an international audience.

Other support for contemporary popular New Zealand music

Check which government organisation funds your type of project. Creative New Zealand, NZ on Air and the New Zealand Music Commission share information on applications to ensure there is no duplication of funding.

Creative New Zealand

Priority: *Arts development and live performance by investment in*

- creation and development of new music
- audio and visual recordings to support live performance, touring or promotion
- live performance and touring
- developing skills

NZ on Air

Priority: music and content for all platforms by investment in

- new multi song projects and singles (including recording, video and promotion)
- recording and video content for children's music
- new tracks distribution to broadcast and online platforms
- music features
- capability building support

NZ Music Commission

Priority: music sector growth and support by investment in

- increasing expertise and audiences
- music education and engagement
- international market development
- domestic touring (2020/21 - 2021/22)

Te Māngai Paho

Priority: production and broadcast of content in te reo Māori by investment in

- recordings and publicity of music in te reo Māori
- wānanga and breakthrough projects
- production of Māori language content for broadcast on radio, television and online

Music Managers Forum is dedicated to helping grow artist manager businesses through education, networking and advocacy for NZ managers and self-managed artists.

Recorded Music NZ provides industry representation, advocacy and acts as a collective licensing organisation for recording artists and their labels.

APRA AMCOS NZ ensures songwriters and composers get paid fairly and efficiently for the use of their works by providing music users with easy ways to play and copy the music they love.

Music Helps supports projects that use the power of music to help people in need & provides wellbeing & emergency financial support services to kiwi music workers.

Independent Music NZ works on behalf of independent NZ labels and artists to advocate, educate, and to celebrate NZ music, both nationally and internationally.

Ngā toi Māori

Last Modified on 13/12/2019 11:23 am NZDT

Track record requirements

For a **Ngā Toi Māori carver**, success means having been mentored by established carvers, or having completed a course at a marae-based or recognised wānanga.

For a **Ngā Toi Māori weaving group**, success means having a record of successful exhibitions or workshops in the community.

For a **Ngā Toi Māori contemporary artist**, please refer to the relevant artform e.g. if you are a contemporary dancer; check your track record requirements under Dance.

What we mean by Ngā toi Māori

Ngā Toi Māori includes Māori heritage arts practice such as tāmoko, tarai waka, waiata, mōteatea, rāranga, whakairo, te reo, whaikōrero, karanga and traditional Māori games. It also includes the work of Māori artists across all forms of contemporary arts practice.

Ngā toi Māori activities we support

We can fund a range of activities, for example:

Developing or presenting work

- The creation, development and presentation of new work.
- Commissions resulting in works that are ready for an initial public presentation.
- Exhibiting Māori work within New Zealand.
- Rehearsing and presenting theatre and dance productions to New Zealand audiences.
- Touring of theatre or dance or music productions within New Zealand.
- New recordings of waiata, puoro, storytelling, whaikōrero, karakia, Māori folklore and history.
- Literary publishing.

Developing skills and audiences

- Development of Māori artists and their work across all forms of contemporary arts practice, including theatre, music, dance, literature, visual arts, rāranga, whakairo, sculpture, painting, clay, ceramics, fibre, jewellery, printmaking, photography, drawing, and installation.
- Mentoring and internships
- Wānanga, Workshops, forums, masterclasses, seminars and other opportunities for creative and professional development for Māori artists and practitioners.
- Initiatives for audience development.

Projects with international connections

- International tours or presentations.
- International opportunities for professional or creative development for Māori artists and practitioners.
- Participating in international arts festivals and exhibitions, cultural exchanges or art symposiums.

Other Ngā Toi Māori projects

- Community arts projects that focus on professional artists and practitioners working with communities, or that have regional or national significance.
- Publication of exhibition catalogues and critical writing about Māori artists and their art.
- Indigenous links, such as Māori artists working in collaboration with indigenous people of the Pacific Islands and other nations.
- Documentary or archival projects that focus on Ngā toi Māori or artists.
- Residencies

Examples of cultural arts practices that may be supported

- Marae arts – wānanga that pass on the knowledge and skills of traditional Māori marae arts, including:
 - Karanga, whaikōrero, te reo Māori, whakapapa recitation, mōteatea and pao
 - The creation of new artistic works for marae (not restoration)
 - The adornment (whakairo, tukutuku and kōwhaiwhai) of new marae
- Kapa Haka – support for:
 - the composition of mōteatea, waiata ā-ringa, waiata tawhito, poi, waiata haka, pao
 - wānanga to support skills development in associated artforms such as: te reo Māori (karakia, karanga, whaikōrero), taonga puoro, mau rākau, rāranga and whakaraka
 - staging and technical costs for regional haka festivals
 - touring of work within New Zealand or internationally
- Waka
 - Creation of waka (Tārai Waka)
 - Artistic adornment of traditional waka.
- Te reo Māori: projects that promote and strengthen the use of te reo, including:
 - Books.
 - Recordings, for example of songs, stories, kīwaha and pepeha.
 - Theatre productions.
 - Wānanga reo.

Pacific arts

Artists working on a collaborative proposal between Māori and Pasifika artists may need to make separate applications for the different components of the proposed budget — that is, to Māori Arts for the Māori component of the budget, and to the Pacific Arts for the Pasifika component.

Other support for Ngā Toi Māori

Other government departments also fund Māori arts:

- **Te Māngai Pāho**: music recording for iwi radio and CD production
 - **Oranga Marae**: the restoration of marae as centres of Māori identity and Mātauranga
 - **Te Mātāwai**: funding for home and community-based initiatives contribute to revitalising te reo Māori
-

Pacific arts

Last Modified on 02/12/2019 1:01 pm NZDT

What we mean by Pacific arts

Pacific arts includes Pasifika artists undertaking contemporary and heritage arts projects in all art forms — craft/object art, dance, inter-arts, literature, media arts, music, theatre and visual arts.

Track record requirements

For a **Pacific Arts artist or arts organisation**, success means an arts activity that has been publicly presented and received a degree of success in either professional or community arts

For a **Pasifika contemporary artist**, please refer to the relevant artform e.g. if you are a contemporary dancer; check your track record requirements under Dance.

Pacific arts activities we support

We can fund a range of activities, for example:

Developing or presenting work

- Creating, developing and presenting new work.
- Research and development of an art project.
- Making costumes used in a cultural performance (not buying them).
- Publication of exhibition catalogues, and critical writing about Pasifika artists and their art.
- Touring of exhibitions or productions within New Zealand.

Creating, presenting, participating in, and passing on Pacific artforms

- Projects that support creating, presenting, participating in and passing on heritage artforms.
- Projects that develop New Zealand Pasifika artists and contemporary arts practices.
- Projects that encourage young Pasifika people to participate in the arts.

Developing skills and audiences

- Mentoring and internships.
- Residencies in New Zealand or overseas.
- Workshops, fono, forums, masterclasses, seminars and other opportunities that encourage creative and professional development for Pasifika artists.
- Initiatives for audience development.

Projects with international connections

- Indigenous established artists from Pacific nations visiting New Zealand to share their knowledge and culture.

- International tours or presentations.
- International travel for professional development.
- Participating in international arts festivals and exhibitions, cultural exchanges or art symposiums.

Other Pacific arts projects

- Community arts projects that focus on professional artists working with communities, or that have regional or national significance.
- Documenting Pasifika cultural workshops or fono for archival purposes.
- Developing a website to create, promote or distribute quality Pacific arts or engage in Pacific arts development and arts criticism.

Heritage arts

Pasifika communities, cultural groups, arts groups and individuals based in New Zealand who wish to create, develop and pass on particular heritage arts can apply for funding for the following types of activities:

- Pasifika crafts and handicrafts — for example, tivaevae, tatau (traditional tattoo), canoe-building, carving, costume-making, importing raw materials, tapa-making and weaving.
- Festivals or gatherings (such as workshops or fono) that support learning, sharing and the passing on of knowledge for Pasifika crafts, handicrafts and performing arts.

Festivals in the Pacific

Pasifika community groups can apply to attend festivals in the Pacific to learn about heritage arts if they will be:

- attending workshops or other forums to gain vital skills and knowledge not available in New Zealand, and
- passing on these skills and knowledge to their community in New Zealand.

Projects involving ngā toi Māori

Support is available for indigenous links projects involving:

- Pasifika artists working in collaboration with Māori artists, or
- workshops, wānanga or fono for sharing ideas between artforms and cultures.

Artists working on a collaborative proposal between Māori and Pasifika artists may need to make separate applications for the different components of the proposed budget — that is, to Māori Arts for the Māori component of the budget, and to the Pacific Arts for the Pasifika component.

Theatre

Last Modified on 24/08/2020 11:00 am NZST

What we mean by Theatre

Theatre includes both classical and contemporary theatre and all genres such as comedy, drama, physical theatre, devised theatre, street theatre, musical theatre, circus, puppetry, mask and theatre for children.

It includes customary and contemporary practices of all the peoples of Aotearoa/New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/New Zealand today.

Track record requirements

For a **theatre practitioner**, success means having undertaken a key creative role in at least one theatre production that achieved a degree of critical or box-office success. This does not include presentations made as part of a course of study.

Theatre activities we support

We fund a range of activities, for example:

Developing or presenting work

- Writing a play script.
- Rehearsing and presenting New Zealand theatre works to New Zealand audiences.
- Workshops, wānanga or fono to develop a production concept.
- Devising theatre productions.
- Touring a theatre production within New Zealand.
- Creating theatre productions using digital and/or film-based skills and technologies.

Developing skills and audiences

- Mentoring and internship programmes
- Residencies for established theatre practitioners in New Zealand or overseas.
- Workshops, wānanga, fono, forums, masterclasses, seminars and other opportunities for creative and professional development for New Zealand producers, directors, playwrights, actors, theatre designers and technicians.
- Initiatives for audience development, i.e. engaging with audiences to maintain an existing audience and/or develop a new audience.

Projects with international connections

- International opportunities for creative or professional development for an established New Zealand director, playwright, producer, actor, theatre designer or technician.

- International touring of a New Zealand theatre production.
- Visits by international theatre practitioners that will directly benefit New Zealand theatre.

Other theatre projects

- Community arts projects that focus on professional theatre artists and practitioners working with communities, or that have regional or national significance.
- Researching, writing and publishing critical writing about New Zealand theatre.
- Documentary projects that focus on New Zealand theatre or a theatre practitioner or organisation.
- Developing theatre-related websites.

International production costs not supported

We do not fund production costs for presenting New Zealand theatre by an international company for an international audience.

Visual arts

Last Modified on 13/12/2019 9:09 am NZDT

What we mean by Visual arts

Visual arts includes, but is not limited to, drawing, experimental sound/audio and moving-image arts projects, installation, kōwhaiwhai, painting, performance within a visual arts context, photography, printmaking, sculpture, tā moko, and typography. *Visual arts also includes customary and contemporary practices of all the peoples of Aotearoa/New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/New Zealand today*

Track record requirements

For a **visual artist**, success means at least one public exhibition of a body of work that achieved a degree of critical or sales success. This can be a solo show or as part of a group exhibition, but not as part of a course of study.

For a **visual arts curator**, success means having curated work that was exhibited at a gallery and that received a degree of critical acclaim.

Visual arts activities we support

We fund a range of activities, for example:

Developing or presenting work

- Researching or creating new bodies of work.
- Commissions for public artwork.
- Crating and freighting an exhibition of work to tour within New Zealand.
- Creating New Zealand work for exhibition within New Zealand art galleries or public spaces (we will usually give priority to exhibitions held at public art galleries).

Developing skills and audiences

- Residencies in New Zealand or overseas.
- Mentoring and internship programmes.
- Workshops, wānanga, fono, forums, masterclasses, seminars and other opportunities for creative and professional development for New Zealand visual artists and practitioners.
- Initiatives for audience development.

Projects with international connections

- International touring of high-quality and distinctive New Zealand visual artworks.
- Publishers attending international art book fairs
- International opportunities for professional or creative development for New Zealand visual artists and practitioners.

- Visits by international critics and curators that will directly benefit New Zealand visual arts and artists.

Other visual arts projects

- Community arts projects that focus on professional artists and practitioners working with communities, or that have regional or national significance.
 - Researching, writing, producing, publishing or distributing exhibition catalogues, monographs, essay series, and critical writing about New Zealand visual artists and arts.
 - Documentary or archival projects that focus on visual arts or an artist.
 - Organising or attending conferences.
-

Arts Grants funding types

Last Modified on 07/08/2020 10:47 am NZST

In Arts Grants there are three types of funding. You need to select one of these funding types when you make an application. This determines which pool of money your project is funded from, who assesses your application and how it is assessed.

Māori arts funding

There is dedicated funding to support ngā toi Māori. When you select the Māori arts funding type, your project is funded from this pool of money.

Your application will be assessed by Māori artists and practitioners with experience in ngā toi Māori.

In addition to the standard assessments areas, your application will be assessed on the degree to which mātauranga Māori is evident in the practice and proposed outcome of the project.

To be eligible to select Māori arts:

- the applicant must be Māori or your proposed project must be managed or directed by Māori
- organisations must be Māori-led. If an organisation is applying for funding on behalf of an individual, that person must also be Māori.

Pacific arts funding

There is dedicated funding for Pacific arts. When you select the Pacific arts funding type, your project is funded from this pool of money.

Your application will be assessed by Pasifika artists and practitioners with experience in Pacific arts.

In addition to the standard assessment areas, your application can will be assessed on the degree to which kaupapa Pasifika is evident in the practice and proposed outcome of the project.

General arts funding

General arts funding supports projects in all artforms. Applications are assessed by artists and practitioners with experience in the relevant artform.

Commercial/dealer galleries

Last Modified on 24/08/2020 9:45 am NZST

Creative New Zealand's support for the visual arts and craft/object arts is focused on activities or services that complement the activities and services covered by museums, galleries, tertiary institutions and dealer galleries.

Arts Grants can support dealer galleries for the following activities:

- Documentary, discourse and archival projects focused on New Zealand Visual arts and artists
- Collective professional development for artists/makers
- Large-scale national forums, symposiums, publications and other opportunities for artform discourse focused on New Zealand practice
- Participation at international art fairs

We do not support a gallery's core business including, but not limited to:

- New Zealand-based exhibition costs, including artists' new work costs, installation, marketing, hospitality, domestic art fairs, etc.
- Overheads, including venue, administration and staff costs.

Applications to support the cost of an artist creating new artwork for exhibition at a commercial/dealer gallery should be made directly by the artist.

Commissions

Last Modified on 30/07/2020 2:43 pm NZST

Funding is available to commission New Zealand artists to create new work for public presentation. You can apply for the artist's costs to create the work.

A strong application would include:

- Details of the selection process and the artistic brief
- A clear description of the proposed work
- Confirmation of when and where it will be presented and by whom
- Artistic support material that illustrates the proposed work
- Confirmation of the artist's availability
- A copy of the contract with the artist
- An explanation of how best practice copyright protection will be provided for the artist

For public art commissions such as public sculptures and murals, a strong application would also include:

- an explanation of how the project is consistent with the local or regional public artwork strategy (as published by the relevant local city or district council)
- a letter from the relevant territorial authority confirming their interest in, and financial commitment to, the project
- a long-term maintenance plan for the artwork

For music commissions, the Composers Association of New Zealand (CANZ) provides [a range of useful advice](#) and a [sample commissioning agreement](#) you can refer to.

Competitions

Last Modified on 18/11/2019 3:01 pm NZDT

Funding cannot be used for cash prizes.

Design (Craft/Object)

Last Modified on 18/11/2019 3:02 pm NZDT

Creative New Zealand supports studio-based design, giving priority to furniture and object-based design proposals.

Funding is available for:

- research and initial development of a new work
 - public presentation of a new work, but not its commercial production.
 - projects that recognise and build on the interaction between design and craft/object practice
 - projects that survey aspects of design history and place New Zealand design in artistic, cultural or social contexts.
-

Documentary and archival projects

Last Modified on 18/11/2019 3:03 pm NZDT

Funding is available for documentary and archival projects about New Zealand arts and artists, within the range of artforms we support.

This includes documentary films, but you cannot receive funding from the New Zealand Film Commission for the same project.

Submit your application under the relevant artform category, e.g. a documentary about a dancer should be submitted under the Dance category.

Festivals

Last Modified on 18/11/2019 3:08 pm NZDT

Funding is available to deliver arts festivals in New Zealand. The funding request must be for specific activities and events within the festival programme. Creative New Zealand will not fund the shortfall between budgeted income and expenditure, otherwise known as a shortfall budget.

Literary festivals

Funding is available for published New Zealand writers to present and promote their work at a New Zealand literary festival or as part of the literary component of an arts festival. The organiser's application should be for a specific component of the budget, e.g. New Zealand writers' fees or New Zealand writers' travel or accommodation costs.

Māori or Pacific arts festivals

Funding is available for New Zealand-based Māori or Pacific arts festivals that provide opportunities for:

- the presentation and transmission of Māori customary arts or Pacific heritage arts
- commissioning or employing New Zealand artists to create and present work
- community arts projects that focus on professional artists working with communities, or have regional or national significance
- presenting and promoting New Zealand work that engages new and diverse audiences
- workshops, wānanga, fono, forums, master classes, seminars and other opportunities for creative and/or professional development for New Zealand artists and practitioners.

Multidisciplinary arts festivals

Funding is available for the following activities:

- presentation of new or remounted, excellent and innovative New Zealand art and New Zealand work, including contemporary Māori or Pacific arts
- community arts projects and events
- presentation and transmission of Māori customary arts and Pacific heritage arts
- commissioning, co-production and/or development of small-scale innovative work.

A multidisciplinary arts festival is one that takes place within a defined area or region over a designated period of time. It involves an integrated programme of arts events and activities that features at least two different artforms of any cultural tradition.

Attending festivals in the Pacific

Funding is available for Pasifika community groups to attend festivals in the Pacific to learn about

heritage arts.

A strong application would show that the group will:

- be attending workshops or other forums to gain vital skills and knowledge not available in New Zealand
 - be passing on these skills and knowledge to their communities in New Zealand
-

International art fairs

Last Modified on 31/07/2020 4:40 pm NZST

Funding is available for New Zealand-based dealer galleries and craft/object designers and companies to participate in reputable international art fairs. The focus is on increasing the sale of New Zealand craft/object and visual artworks in offshore markets.

You can apply for up to \$20,000.

Your application **must** include, as support material for the Process section of your application:

- An invitation from an international art fair (may be an online platform).
- An explanation of how this opportunity delivers to your international goals, including:
 - what international success looks like for you
 - evidence that you understand the risks and have strategies to mitigate them, including a contingency plan should the fair be cancelled
 - promotional and networking/engagement activity plan
 - information on the dealer gallery/designer's track record of successfully presenting the work of New Zealand artists or designers at reputable art fairs OR, if a first-time art fair participant, evidence that the proposal is based on sound research and budgeting.
- Information on the long-term international career development goals of the featured artist(s) or designer(s). Include a statement on how participation in the fair will help achieve those goals.
- Quotes for travel costs, freight and insurance, if applicable.

We recommend attaching your international plan as support material. Here's a resource to help you develop your international plan: **A guide to developing your international plan.**

You can include international artists or designers as part of your presentation, but at least 50% of the works presented must be by New Zealand artists or designers.

You can include work from deceased artists, but the presentation must foster dialogue and create opportunities for contemporary New Zealand artists. Your application will need to describe how the presentation will do this.

International artists

Last Modified on 24/09/2020 10:04 am NZST

Funding is available for international artist costs if there are direct benefits to New Zealand artists, practitioners or arts organisations. This includes projects where the international artist offers:

- Creative or professional development opportunities e.g. workshops, masterclasses, mentoring
- An artistic collaboration with a New Zealand artist
- Cultural exchange opportunities

We do not fund international artist costs if the main focus is to develop create, perform or exhibit their own work.

The application must be made by a New Zealand artist or arts organisation or an international arts organisation, but international artists cannot apply directly. [See our general eligibility criteria.](#)

International book fairs and festivals

Last Modified on 05/08/2020 9:26 am NZST

Authors and international festivals can apply to Arts Grants for support towards the author's participation in international book festivals or other international market development activity.

Grants can be used towards costs associated with engaging virtually, or flights and accommodation if travel is permitted at the time of application (check www.safetravel.govt.nz).

A strong application would include:

- Confirmation of your invitation.
- A clear explanation of how the opportunity will contribute to the author(s) career development and ongoing practice.

The International Promotional Fund for Literature, previously delivered on our behalf by the [Publishers Association of New Zealand \(PANZ\)](#), will no longer be offered.

However, we will partner with PANZ to manage international market development initiatives, such as publishers attendance at international book fairs and the translation of New Zealand titles into foreign languages. More information will be available on our [International programme](#) webpage in late August.

International commissions, touring, presentations and exhibitions

Last Modified on 31/07/2020 4:40 pm NZST

Funding is available for international commissioning, touring, presenting and exhibiting distinctive, high quality art by New Zealand artists and practitioners.

You can apply for up to \$50,000.

Your application **must** include, as support material for the Process section of your application:

- A letter of confirmation from the host, presenter or partner which includes:
 - evidence that they are contributing financially to the project, including fees
 - information about the risk mitigations in place
 - confirmation that the presenter has sufficient experience and resources to deliver the project successfully, including outlining their marketing and promotion plans.
- An explanation of how this opportunity delivers to your international goals, including:
 - what international success looks like for you
 - information about the work's previous presentation track record
 - evidence that you understand the risks and have strategies to mitigate them, including a contingency plan should the project be cancelled.
- Quotes for travel costs, freight and insurance, if applicable.

We recommend attaching your international plan as support material. Here's a resource to help you develop your international plan: **A guide to developing your international plan.**

We can fund projects that are non-fee paying, including performance which involve a box-office share arrangement. Applicants will be required to provide evidence that they have sufficient experience and resources to manage any risks as well as their own marketing and promotion plans.

We do not fund production costs for presenting New Zealand music, theatre or dance by an international company for an international audience.

International performing arts markets

Last Modified on 05/08/2020 9:27 am NZST

Artists and producers can apply to Arts Grants for support to attend an international market as professional development.

Grants can be used towards costs associated with engaging virtually, such as registration fees, or flights and accommodation if travel is permitted at the time of application (check www.safetravel.govt.nz).

A strong application would include:

- A clear explanation of how the opportunity will contribute to your career development, ongoing practice and international goals.

We will partner with the [Performing Arts Network of New Zealand \(PANNZ\)](#) to showcase work at international markets and the local market. More information will be available on [International programme](#) webpage in late August.

International professional development and study

Last Modified on 31/07/2020 3:18 pm NZST

Funding is available for international professional development and study if comparable opportunities are not available in New Zealand.

Grants can be used towards course costs and other costs associated with engaging in the training virtually, or flights, living costs, and accommodation if travel is permitted at the time of application (check www.safetravel.govt.nz).

A strong application would include:

- Confirmation of your acceptance to the course or opportunity.
 - Evidence that comparable opportunities are not available in New Zealand.
 - A clear explanation of how the opportunity will contribute to your career development and ongoing practice.
-

International residencies

Last Modified on 31/07/2020 3:20 pm NZST

Funding is available to support New Zealand artists to undertake international residencies.

Grants can be used towards costs associated with engaging in the residency virtually, or flights, living costs, and accommodation if travel is permitted at the time of application (check www.saferavel.govt.nz).

A strong application would include:

- A letter confirming the artist has been selected for the residency.
- Evidence of the host organisation's financial or in-kind contribution.
- Evidence of the creative or professional development benefits for the artist.
- Details of the intended focus of artist's work during the residency.
- Details of the host organisation's curatorial emphasis or artistic direction.
- Evidence of the quality of the residency programme.

You cannot apply for support towards a residency that is already supported by a Creative New Zealand funding programme or initiative (for example, Berlin Visual Arts Residency).

Internships

Last Modified on 13/03/2020 4:19 pm NZDT

Funding is available for curatorial and other arts internships at established arts organisations.

We have minimum standards for internships. We seek to support:

- Internships that pay interns a fair wage of at least \$25 per hour to emphasise the value of the intern, improve career sustainability, personal wellbeing and ensure equitable access to these opportunities for New Zealand's diverse population. This is in line with our general [remuneration guidance](#).
- Internships that are at arts organisations have the capability and capacity to appropriately support an intern and provide meaningful training within the internship i.e. the organisation can provide:
 - a clear position description for the intern with a defined role and responsibilities
 - appropriate supervision, mentoring and pastoral care
 - staff and/or Board members that can support the organisation's delivery to cultural diversity and the intern
- Internships that are inclusive and support diversity across New Zealand's arts sector – recognising that interns may bring cultural knowledge to a host organisation but they should not be the primary means of the host's delivery to cultural diversity.

Inclusiveness is supported:

- in the way the opportunities are promoted
 - through appropriate cultural support and guidance from staff, management and/or Board members
 - through the programmes interns work on or are part of
 - Internships where expectations of interns, hosts and contracted coordinating entities are established and agreed by all parties prior to the start of the internship.
 - Internships that provide appropriate line-management and mentoring support for the interns within the host organisation, via external mentoring and via peer support.
-

Literature writing and illustrating grants

Last Modified on 18/11/2019 3:11 pm NZDT

Funding is available for writers and illustrators to research and write new work.

A strong application for a writing grant would include:

- A sample of several pages of the proposed work, rather than a previous piece of writing. The sample is indicative only and will not be assessed as a finished work.

A strong application for a illustrating grant would include:

- Up to three sample illustrations with accompanying text where appropriate.
-

Mentoring

Last Modified on 18/11/2019 3:12 pm NZDT

Funding is available to support mentoring for New Zealand artists and practitioners.

A strong application would include:

- A clear description of the focus and timeframe of the mentoring
 - Evidence that the mentor is prepared to be involved.
-

Music recording

Last Modified on 27/04/2021 10:38 am NZST

Funding is available for New Zealand artists to make recordings (audio and visual content) of original, high-quality New Zealand music that support live performance, touring and artist promotion.

We also support the recording of sound art projects that have presentation outcomes.

We do not fund recording projects (audio and visual content) where the main purpose is to distribute the recording via retail or online platforms. These projects should be directed to NZ On Air or Te Māngai Pāho.

Creative New Zealand, NZ On Air and the New Zealand Music Commission share information on applications to ensure that there is no duplication of funding.

A strong application would include:

- An audio sample of the work to be recorded or other recent work
 - An explanation of how the recording project will support live performance, touring or artist promotion
 - An explanation of how the sound art work will be presented to audiences
 - A production timeline noting which parts of the recording project (e.g. mixing and mastering) you're asking CNZ to support
 - Confirmation from contributors
 - A description of the target audience and distribution plans
-

New media

Last Modified on 21/11/2019 3:08 pm NZDT

If you are developing or presenting work that involves new media or digital technology your application will need to specify the appropriate artform. This will depend on the nature of the work and on how audiences engage with it, e.g. if a moving image or Virtual Reality work will be exhibited in a gallery, the appropriate artform would be visual arts.

Public museums and galleries

Last Modified on 22/10/2020 11:18 am NZDT

Metropolitan and regional galleries and museums, which are core funded by central and local authorities, and galleries operating under the auspices of a tertiary education provider, can apply for the following activities only.

- Residencies for New Zealand artists in galleries and museums
- Curatorial internships for New Zealand curators
- Opportunities for international artists and curators to undertake high-quality projects in New Zealand that have clear benefits for New Zealanders and for visual arts practice in this country
- Writing and publication of high-quality publications associated with New Zealand visual arts
- Large-scale national forums, symposiums, publications and other opportunities for artform discourse focused on New Zealand practice
- Crating and freighting of high-quality New Zealand works for touring exhibitions within New Zealand or overseas.

Funding is not available for the core business costs of a gallery or museum including:

- Exhibition costs
- Commissioning of work that is to be part of a gallery or museum collection
- Administration and staff costs
- Research
- Venue hire
- Security
- The costs of establishing, operating, maintaining or developing the institution's website.

Applications to support the cost of creating new artwork for exhibition at public museums and galleries should be made directly by the artist.

Publishing

Last Modified on 25/08/2020 9:41 am NZST

Funding is available to individuals, collectives, institutions or publishing companies for publishing projects that:

- Demonstrate literary or artistic excellence
- Contribute to New Zealand's cultural life
- Contribute to New Zealand arts development through critical discourse

Strong publishing projects:

- Involve New Zealand writers, illustrators or artists
- Involve editors and designers who have a track record of producing high-quality work
- Have cost effective ways to produce, distribute and promote the work
- Can demonstrate that funding is necessary to make the project financially viable

Applications to support artform publications – i.e. publications about New Zealand arts and artists – should be made under the relevant artform.

How many publications can I apply for?

- **Arts Grants:** up to five print publications or e-books per funding application, up to two applications per year.
- **Annual Arts Grants:** between four and ten print publications or e-books journal per annual application. Please check your [eligibility for Annual Arts Grants](#) before applying.

What publishing costs can I apply for?

Funding is available for the production, marketing and distribution costs of print publications and e-books.

- Standard format publications: up to \$5,000
- Large format, heavily-illustrated publications: up to \$12,000
- Children's picture books: up to \$4,000

You can apply for additional support at the same rates as above if the publication is:

- in te reo Māori or a language of the Pasifika peoples of New Zealand
- a non-fiction work
- an artform publication.

You can apply for fees for independent editors and writers if the publication is:

- an artform publication

- a print or online journal with multiple contributors
- a multi-author anthology

You can also apply for:

- Te reo translation
- Audio book recording
- Audience/market development activities that achieve Arts Grants programme purposes.

A strong application would include:

- a sample of the manuscript or page proofs
 - reviews and sales data from previous publications
 - confirmation of a publishing partnership, if applicable
 - an explanation of how the author will be compensated (e.g. royalties, fees, licenses agreements, etc.) or a copy of the contract with the author
 - information about, and confirmation from, contributors
 - evidence that you have permission to use any copyright or licensed material
 - information about the format and print specifications of the publication (e.g. a print quote and a design quote)
 - a production timeline
 - a distribution strategy that clearly identifies:
 - the market for the work
 - the size of print run
 - how the publication will be promoted and distributed, and to whom
 - the number of complimentary copies and who you intend to give them to
 - the number of copies for sale, whether through informal or established distribution channels
 - the retail price (if applicable)
 - a budget that reflects all project expenses and income, including any expected sales income for the first 12 months, if the publication is to be sold
 - for music publishers, confirmation of whether you are a member of APRA (Australasian Performing Rights Association) or AMCOS (Australasian Mechanical Copyright Owners Society).
-

Residencies within New Zealand

Last Modified on 30/07/2020 2:26 pm NZST

Funding is available to support New Zealand artists to undertake residencies in New Zealand.

You can apply to support the artist's costs including stipend, travel accommodation and materials. Either the artist or the host can apply, but not both.

If the residency is at an educational institution, the application needs to show how the artist's activity will be distinct from the institution's ongoing educational programme.

You cannot apply for support towards a residency that is already supported by a Creative New Zealand funding programme or initiative.

A strong application would include:

- A letter confirming the artist has been selected for the residency
 - Evidence of the host organisation's financial or in-kind contribution
 - Evidence of the creative or professional development benefits for the artist
 - Details of the intended focus of artist's work during the residency
 - Details of the host organisation's curatorial emphasis or artistic direction
 - Evidence of the quality of the residency programme.
-

Touring within New Zealand

Last Modified on 26/11/2019 4:29 pm NZDT

Creative New Zealand defines 'touring' as involving three or more consecutive performances, presentations or exhibitions in different locations.

Funding is available for touring to venues, except for projects that have already received touring funds from Tour-Makers or the Māori Arts Presentation Fund.

A strong touring application would include:

- Confirmation that the tour initiator has the services of an experienced and credible producer, curator or tour manager
- Evidence that there is audience demand. For instance:
 - that fees will be paid by a local festival, venue or gallery
 - that local groups will share in the cost or presenting the work
 - there was previous audience demand for the type of work
- Evidence that the production, exhibition or performance will be appropriate to the selected venue
- A sound marketing and promotional plan with clearly identified audiences

Craft/Object and Visual arts

Funding is available for:

- crating and freighting the touring work within New Zealand
- generic marketing and promotion expenses for the tour
- publishing catalogues.

Theatre, Dance and Music

Funding is available for:

- travel, accommodation and fees for the artists and practitioners
- freighting of sets, props, costumes and equipment
- generic marketing and promotion expenses for the tour.

You will need to show how box-office income or other income generated from the tour will contribute to the other costs of the tour.

Literature

Funding is available for:

- travel, accommodation and fees of touring writers

- generic marketing and promotion expenses for the tour.
-

Websites and apps

Last Modified on 21/08/2020 2:05 pm NZST

Funding is available to develop, re-develop or maintain websites and apps that:

- create, promote or distribute quality New Zealand artwork
- engage in artform development and arts criticism

You can apply for:

- Editorial and contributor costs
- The costs of placing work on the website
- Developer and designer costs
- Website hosting

A strong application would include:

- an explanation of how the website or app provides a unique experience or content, which fills a gap for your artform
 - evidence of demand and support for the website – for example, a copy of the site's monthly usage and visitor statistics for the previous six months
 - information about how the website is being promoted to existing and new audiences
 - information about the contributors and confirmation of their availability
 - details of the functionality and purpose of the website, including a quote for the work from the website designers and developers, if applicable
-

Young New Zealanders

Last Modified on 26/11/2019 4:21 pm NZDT

Creative New Zealand supports arts projects by, with and for young people that complement what the education sector provides in delivery of the arts and ngā toi learning areas of The New Zealand Curriculum.

Core classroom programmes for students as part of the national curriculum are not eligible for funding, as they are the direct responsibility of schools.

What do we mean by arts by, with or for young people?

Arts activities by young people

This means arts activities that are driven, owned, created, programmed, presented or delivered by young people. It may involve the young people being mentoring or taught by experienced artists. If there is a presentation outcome, it is likely to be specifically aimed at young audiences, their whānau and communities.

Arts activities with young people

This means activities where young people are actively involved or learn from the work of more experienced artists or organisations. It is about offering young people access to different artforms and arts organisations.

Arts activities for young people

This means activities by professional artists where the audience for the work is young people, their whānau and communities.

If you are applying for funding for a project by, with or for young people, the people working directly with young people should ideally:

- have received training or mentoring from an expert in working with young people
- have an understanding of the role of the teacher, the curriculum (including how the activities contribute to or deepen students' learning in relation to the curriculum) and how to work effectively with young people in educational settings

A strong application would include:

- a description of the characteristics and age/s of the target group
- an outline of the strategies and processes employed to engage with young people
- an explanation of how the project will be evaluated.

A strong application will also have considered:

- the extent of support from, and consultation with, the relevant community, host institution, school or other stakeholders
- how the cultural and ethnic backgrounds of young people involved in a project are recognised and, if appropriate, how cultural protocols will be followed throughout the life of the project
- how duty-of-care responsibilities have been considered – this includes appropriate adult to participant ratios; ensuring that young people are kept safe from harm; risk identification and management
- how the project has been communicated to the young people involved and their parents and/or caregivers, and how consent has been obtained
- how those working directly with young people have been screened or supported by a registered teacher/s.

If you are documenting a project (which may involve taking photographs of or filming young people), then you should seek permission to do this from the young people, parents and/or caregivers.

Standard project budget template

Last Modified on 03/09/2020 9:17 am NZST

Your application must include a project budget that is detailed and accurate so our assessors can see your project is viable.

Your budget needs to:

- list all the costs to the project and show how those costs were calculated
- show which costs you're asking the CNZ grant to cover
- list all the other sources of revenue, such as earned revenue, other cash support or in-kind support.

You can create your project budget either by:

- entering the figures into [our online budget form](#), which is built into the 'How Much' tab of the application form, or
- downloading an Excel project budget template, filling it in and uploading it to the 'Support material' tab of the online application form.

>> [CNZ-project-budget-template.xls](#)

For instructions on how to create a budget using our online budget form, refer to [‘Create a project budget’](#) in the Portal User Guide.

For instructions on how to upload an Excel template to your application, refer to [‘Add documents and support material’](#) in the Portal User Guide.

Activity and budget template for a programme of activity

Last Modified on 01/09/2020 11:49 am NZST

Use this template if you're applying for:

- multiple activities within one application through Annual Arts Grants
- a multidisciplinary arts festival involving multiple activities
- a publishing grant towards multiple publications (however, you can also use our [publishing subsidy budget template](#) for this activity)

Use the template to:

- list the individual activities involved
- indicate what types of activities they are
- provide statistics about the activities, and
- provide financial information about the activities.

>>Activity and Budget Template.xlsx

The Activity and Budget template has two parts:

1. Activity and budget summary

You must complete the table on the Activity & Budget Summary tab with the details of your proposed programme of activity.

This tab also includes information to help you decide what Activity type(s) to select and which projected activity statistics you need to enter for each Activity type.

2. Detailed activity budget(s)

In addition, you must provide detailed budget(s) for your programme of activities or project.

You can provide a separate budget for each activity/project OR combine similar activities/projects together.

You can choose to use the Detailed Activity Budget templates provided (recommended) OR use choose to use your own budget format as long as it meets the [Budget guidelines](#).

All Annual Arts Grant applications are assessed on whether the budget is thorough and accurate and considers fair remuneration for practitioners.

Literature publishing subsidy budget template

Last Modified on 01/09/2020 11:49 am NZST

For publishing projects submitted under the **Literature artform category in Arts Grants**, you can provide your budget using the Individual Publishing Subsidy Budget Template.

In addition to financial information it asks you to include information about the specifications and print run of the publication.

>> Individual publishing subsidy budget template.xls

If you are seeking support for an **artform publication** – i.e. a publication about an artform such as visual arts – use the [standard project budget template](#).

If you're applying for support towards **multiple publications**, you can also use our [Activity and Budget template](#) for a programme of activity.

For instructions on how to upload an Excel template to your application, refer to 'Add documents and support material' in the Portal User Guide.

Administration and overhead costs

Last Modified on 26/11/2019 4:47 pm NZDT

Creative New Zealand grants, e.g. Arts Grants, can contribute to administration and overhead costs only for the duration of the project. Ongoing administration and infrastructure costs cannot be funded through Arts Grants. Applicants should provide a breakdown of costs for the period of the project, e.g. electricity, insurance, legal advice, license fees, office supplies, printing, rent, stationery, telephone and postage.

Allowances (per diems)

Last Modified on 26/11/2019 4:48 pm NZDT

Allowances may be paid for travel, accommodation and touring. An allowance is a fixed amount paid in addition to wages or salaries, to compensate for expenses that cannot be claimed back.

Capital expenditure

Last Modified on 13/07/2020 9:47 am NZST

Creative New Zealand grants cannot be used for capital expenditure.

Capital expenditure (or capex) is money spent for the purchase or improvement of long-term assets. Long-term assets can be physical, fixed and non-consumable assets such as equipment, fixtures and fittings, business vehicles, property or intangible assets such as software and licences. Capital items are the big-ticket items purchased to run a business. They have a useful life of more than one year. According to IRD, a capital item is valued at \$500 or more.

Composer's fees

Last Modified on 02/12/2019 10:54 am NZDT

A standard scale of fees compiled by the Composers Association of New Zealand (CANZ) can be downloaded from www.canz.net.nz. Budgets for applications for music compositions can be based on the CANZ scale or show a stipend.

Contingencies

Last Modified on 02/12/2019 10:55 am NZDT

Separate contingency lines should only be included where you are unable to predict actual costs. If you include a contingency then you must explain in the budget description what it will cover and why you are unable to predict the actual costs. Contingencies should not exceed 5% for the term of your budget.

Marketing and promotion costs

Last Modified on 02/12/2019 10:56 am NZDT

Give a breakdown of costs for advertising, printed material, e.g. posters, exhibition catalogues, pamphlets and programmes, photography, promotional videos, marketing and audience-development initiatives. We expect that marketing costs will not exceed 25% of earned revenue for the project.

Production, exhibition, event and material costs

Last Modified on 02/12/2019 10:57 am NZDT

Give a breakdown of costs for:

- mounting a production, e.g. costumes, equipment hire, travel, freight, lighting and sound, rehearsal space hire, royalties, set design and construction and ticketing costs
 - mounting an exhibition
 - a conference, wānanga, seminar or workshop, e.g. insurance, speaker fees, venue or equipment hire, and launch costs, materials, touring, travel and freight commissions and royalties
 - production or publishing, e.g. recording, manufacturing CDs, publishing books or journals.
-

Remuneration guidance

Last Modified on 16/12/2019 4:42 pm NZDT

Your budget should state whether wages are for full-time or part-time work. If part-time, show the hours they are based on.

The budget lines must clearly relate to the information you have provided in your application e.g. wages for the separate stages of the project (such as rehearsal and subsequent production or recording) may need to be identified if different rates are to be applied.

Check that your pay rates do not fall below the minimum wage for employees aged 16 years and over.

For more information refer to the website of the [Ministry of Business Innovation and Employment \(MBIE\)](#).

Creative New Zealand suggests a minimum of \$4,000 a month for artists' full-time wages, salaries and stipends.

Budgets for writing and illustrating grants need only show a stipend.

If you are employing people (as opposed to contracting them) you must pay them holiday pay. You may also have other obligations as an employer that will affect your budget.

Arts Grant remuneration guidance

The following guidance applies to Arts Grants and the other opportunities offered within Arts Grants i.e. Toi Ake and Toi Tipu Toi Rea.

Creative New Zealand is committed to supporting sustainable careers in the arts sector. We consider that a sustainable career is a pathway of paid work over the course of an individual's working life that enables them to earn a viable living.

As part of the Arts Grants application process, we require artists, arts practitioners and arts organisations to provide detail of wages, salaries, fees and stipends in funding application budgets and we expect applications to include within their budgets fair remuneration levels for artists and arts practitioners.

At a minimum, we advise that applications include pay rates of at least \$25 per hour for artists and arts practitioners. This can also be calculated as a percentage of fulltime work, for instance: Fulltime i.e. 1.0 (FTE) for one week = 37.5 hours x \$25 per hour = \$937.50 per week.

'Fair remuneration' means pay rates for more experienced artists and arts practitioners should:

- be at a level above or well above the minimum
- be in line with their relative skills and experience
- recognise the duration of the project and other work-related factors (i.e., the 'contract' nature of

the work).

Total Cost

Last Modified on 02/12/2019 10:57 am NZDT

Your detailed project budget must show the total cost of the project, not just the part for which you are requesting Creative New Zealand funding. Knowing the total cost helps us to understand the difference a grant will make.

Show how you have calculated the figures in your budget by providing an itemised breakdown for all items; not just totals. Where possible, get quotes and base any estimates on actual costs or figures from similar projects.

Earned revenue for the project

Last Modified on 02/12/2019 10:59 am NZDT

Provide a breakdown showing how you have worked out your earned revenue figures. Earned revenue can include:

- admission fees
- box office takings
- sales of publications or merchandise
- subscription fees
- contract or artist fees
- estimated sales for the first 12 months, e.g. of recordings, books or artworks and fees from workshops or conferences.

You must include the seating capacity of the venue (house size) and your projected box office percentage, eg a performance in a 200 seat venue with a projected box office of 40% equates to 80 people purchasing tickets to each performance. As part of the information required for projected box office, your budget description should include the ticket prices for the performance or presentation.

Support from other sources

Last Modified on 02/12/2019 11:00 am NZDT

Possible other sources of funding include:

- cash support from other government agencies, grants, trusts or foundations,
 - your own contribution, e.g. cash, or in-kind goods and services,
 - in-kind support that offsets the project's total costs, e.g. if the actual cost of your venue hire is \$500 and you are getting a \$100 discount on this you can demonstrate this as in-kind support; it is not cash support but it does reduce your costs. Ensure that you record the full cost in expenses (\$500) and record the discount as in-kind income (\$100). This will make the net cost for the venue \$400,
 - donations or discounts on services, materials or products. The value of this support should be reflected in your budget under both project costs (the un-discounted dollar value of the service, product or materials) and project revenue (the value of the discount on the service, product or materials).
-

Amount requested

Last Modified on 02/12/2019 11:36 am NZDT

The amount you are requesting from Creative New Zealand in your detailed project budget must be the same as the amount requested in your application form. Your detailed project budget needs to show:

- which part or parts of the proposed project you are seeking Creative New Zealand funding for,
- what will be funded from other sources, e.g. you may be buying equipment out of your own funds, while seeking funding towards wages and production costs.

It is unusual for Creative New Zealand to fund the full cost of a project. It is important that you show all sources of revenue, including earned revenue, your own financial contribution and in-kind support.

Eligibility

Last Modified on 02/12/2019 11:37 am NZDT

Your application will be ineligible if:

- you request funding towards items that are not eligible for Creative New Zealand support (for example, capital items) OR
 - your project budget is not viable once the requested ineligible costs are removed OR
 - your budget is incomplete
-

Goods and services tax (GST)

Last Modified on 02/12/2019 11:38 am NZDT

If the person or organisation the grant will be paid to (the payee) is registered for GST do not include GST in your budget figures. We will add GST to the grant amount.

If the payee is not registered for GST include GST in your budget figures.

Find out before you apply whether you need to be registered to pay GST. Visit www.ird.govt.nz and refer to Inland Revenue's GST guide IR375, or consult a financial adviser.

How should I format my support material?

Last Modified on 05/02/2021 8:43 am NZDT

You can add documents and support material to your application on the 'Attachment' or 'Support Material' tab of your application form.

- Documents must be uploaded as attached files.
- **Artistic material** should be provided as a web-link when possible.
- If your support material is not available in electronic format you can choose to submit it in hard copy.

Our Portal User Guide has instruction on how to **add documents and support material to your application**. Remember to click 'Save' every time you add a piece of support material.

Attachments

You can upload the following file formats:

- .pdf
- .doc or .docx (Word)
- .xls or .xlsx (Excel)
- .png, .jpg, .jpeg (images)
- .txt.

Note: we can only accept music, video and other file formats via a web-link.

Web-links

The preferred method for supplying **artistic support material** is a web-link (URL) to where your support material may be viewed or heard.

- The URL needs to be a direct link to where your material can be viewed or played online and **must not require further navigation, or for a file to be downloaded**.
We can't accept documents provided as web-links to Google Docs or Drop-box.
- If the URL requires a password to access, make sure you include the password in the 'Name/description' field or the body of your application.
- Be sure to regularly check that the URLs you provided are working throughout the assessment period, as we take no responsibility if the link does not work.

Hard copies

If your support material is **not available** online or in one of the file formats listed above then you can choose to submit it in hard copy.

- List all hardcopy support material to the 'Application' or 'Support Material' tab of the online application form and print the coversheet before submitting.
 - Note that hard copies of support material will not be returned to you.
 - Your hard copy support material must arrive at Creative New Zealand's Auckland or Wellington office within three working days of the closing date and be accompanied by the coversheet (this is printable from the 'Attachments' or 'Support Material' tab of the online application form)
-

Letters of support

Last Modified on 13/12/2019 12:24 pm NZDT

Letters of support are an effective way to strengthen your application. You can attach up to three letters of support in your application.

Letters should be recent and specific to the project for which you are applying.

They should be from people of standing in your arts community, including kaumatua, who can attest to the importance, relevance or quality of the project you're proposing, and to the quality of your practice as an artist.

It's a good idea to let the person read your application before they write the letter so they can comment on your project accurately.

Where possible, letters of support should be combined into one PDF or Word file.

Make sure that any support material you provide is clearly labelled and meets the requirements of our guidelines for [adding document and support material to your application](#).

Letters of invitation, confirmation or availability

Last Modified on 13/12/2019 12:25 pm NZDT

Letters of invitation, confirmation or availability may be required for specific activities or as a requirement for certain funding programmes.

If you're working with other artists or organisations, here in New Zealand or overseas, you should provide a letter or evidence from them that confirms their availability and contribution to your project.

If you've been invited or accepted to participate in a project, a residency, or to present or tour your work, here in New Zealand or overseas, a strong application would include a letter from the people who invited you. This letter should confirm the invitation and outline how they will support your project.

Make sure that any support material you provide is clearly labelled and meets the requirements of our guidelines for [adding document and support material to your application](#).

Artistic support material

Last Modified on 13/12/2019 12:26 pm NZDT

Artistic support material helps our assessors understand the artistic intentions of your project and the quality of your previous work.

For some arts activities we have more detailed suggestions about the support material you should provide. Be sure to check the [Additional activity guidelines and advice](#) section of this site and the relevant funding programme webpage to see if there is additional guidance for your type of activity.

You should only include material that is recent, relevant and helps assessors understand the project for which you're applying.

Depending on your artform and the nature of your project, your artistic support material might include:

- CVs or bios of the artists or practitioners involved
- images of recent work or concept drawings for new work
- a link to an artist's website
- exhibition catalogues
- videos or audio recordings
- a sample music score, or visual representation of the score, for a new piece of music
- a sample of a script or a synopsis or treatment for a new play
- a sample manuscript or sample illustrations for a new book
- evidence of past success, such as sales or box-office figures and reviews
- a copy of a commissioning agreement for commissions of new artwork
- marketing material

Make sure that any support material you provide is clearly labelled and meets the requirements of our guidelines for [adding document and support material to your application](#).

Planning documents

Last Modified on 03/08/2020 11:01 am NZST

Planning documents help our assessors understand the quality of your planning and viability of your project.

Certain planning documents may be required for specific activities or as a requirement for certain funding programmes. Be sure to check the [Additional activity guidelines and advice](#) section of this site and the relevant funding programme webpage to see if there is additional guidance for your type of activity.

Depending on your artform and the nature of your project, you might include some of the following planning documents:

- a production timeline
- an itinerary
- a draft programme for a festival
- a marketing or engagement plan
- a distribution plan for publishing a book

For [International activity](#), including touring or presenting work or attending markets or fairs, you should include:

- an international or market development plan (for advice on how to develop an international plan, please refer to our [Guide to developing your international plan](#).)

For applications to [Annual Arts Grants](#), you should include:

- a business plan (for advice on how to develop a business plan, please refer to our [Guide to developing your business plan](#))

Make sure that any support material you provide is clearly labelled and meets the requirements of our guidelines for [adding document and support material to your application](#).

Budget support material

Last Modified on 14/08/2020 2:02 pm NZST

A good way to help our assessors have confidence in the accuracy of your budget is to provide quotes and estimates for the costs listed in the budget. It is a good idea in particular to provide quotes for larger costs.

Items for which you might provide a quote include:

- flights and travel
- freight and insurance
- accommodation
- contractors and professional services
- design, editing or printing of a publication
- materials

For Literature publishing and Multidisciplinary arts festivals, you must use a specific [Excel budget template](#) to present your budget and then upload it with your support material.

Make sure that any support material you provide is clearly labelled and meets the requirements of our guidelines for [adding document and support material to your application](#).

Who assesses your application?

Last Modified on 31/07/2020 9:07 am NZST

We use external peer assessors to assess applications for all our project funding programmes.

Peer assessment is critical to Creative New Zealand's decision-making process for funding. External peer assessors are people from the creative sector who do not work at Creative New Zealand and come from a diverse range of backgrounds and experiences. The external peer assessors use their knowledge and expertise to provide independent and impartial advice.

External peer assessors can nominate themselves for the role or be nominated by other people in the arts sector (there is information on our website about how to nominate an external peer assessor). The Arts Council approves all external peer assessors before they participate in a funding round.

All external peer assessors are registered for a period of five years. There are approximately 400–450 assessors on the register at any time and we use up to 200 of them annually.

The role of external peer assessor is explained in the [Peer Assessor Terms and Conditions](#) on our website.

We select external peer assessors for each funding round based on a number of factors, including but not limited to their availability, artform experience and previous performance in other funding rounds.

We ask external peer assessors to declare any real, potential or perceived conflicts of interest so we can manage these conflicts to ensure a robust and fair process. Assessors who have a financial interest (either direct or indirect) in a funding round are not used as assessors for that round.

Conflict of Interest protocols are set out in full in the [Peer Assessor Terms and Conditions](#).

Before participating in each funding round, each external peer assessor is given a briefing and assessment training. We also try to use a mix of new and experienced assessors for each round. They are generally selected because of their expertise in a relevant artform or genre.

In most funding rounds we use two assessors per application, however occasionally we use three assessors for funding rounds with higher financial thresholds.

Applications submitted to our Ngā toi Māori and Pacific arts funding pools must be assessed by Māori and Pacific assessors, respectively.

Assessment and decision-making process

Last Modified on 08/09/2020 4:24 pm NZST

Assessing applications

External peer assessors will assess applications using the assessment criteria and scale, which is listed under 'Assessing applications' on the webpage for each funding programme. Creative New Zealand defines and approves the assessment criteria.

External peer assessors read and review the information submitted in the application. They do not see information submitted to Creative New Zealand previously, do not have information about any funding history, and are not allowed to contact those seeking funding directly or seek clarification from them. For that reason, it's important that an application includes all the information you wish an assessor to see.

We ask external peer assessors to use their artform knowledge and expertise to assess the quality of the applications and provide us with fulsome and constructive commentary that substantiates the scores they've awarded.

Once the assessment of an application is complete, the scores for each assessment criteria are totalled to give the total score for the application.

All applications in a funding round are put in a list and ordered according to their total score.

Panels and moderation

Panels are convened for most of our funding rounds and are an important opportunity for our external peer assessors to discuss the collective merits of projects within a funding round. Panels are generally facilitated by an external facilitator who has experience in peer assessment.

A panel generally consists of artform experts who will:

- read and consider the results of external assessments prior to the meeting
- make recommendations for funding by coming to a consensus at the meeting
- take into account additional information provided by Creative New Zealand staff.

Depending on the size of the funding round, not all applications will be discussed by the panel due to time constraints. For larger rounds, such as Arts Grants, often less than 50% of all projects will be discussed at panel, with the conversation generally focussed on applications that have achieved scores from the middle range upwards.

After the panel meeting, Creative New Zealand holds an internal moderation meeting, without assessors present, but including the facilitator of the panel meeting where possible/relevant. At this meeting staff consider the assessment scores, commentary and ranked order, as well as whether the range of recommended projects will meet the purposes of the programme and whether there are any gaps in achieving our strategic outcomes. On occasion the moderation group's final

recommendations may differ from those made by the panel (for example, if one artform or community is considerably under-represented).

Decision making

The moderation group makes final recommendations to Creative New Zealand's Senior Manager for Arts Development Services, who decides which applications will receive funding.

In some circumstances, the decision is made by the Chief Executive or by the Arts Council of New Zealand.
