

CCS1

- The Creative Communities Scheme is a partnership between Creative New Zealand and our local council. This has been running for around 25 years
- Over 1800 projects supported annually, nationally
- Annually, over 1.5 million people experience a project that has been supported by the Creative Communities Scheme
- This workshop will provide you with a brief overview of the Creative Communities Scheme. We will look at:
 - what the scheme is, what it can support and what the role of the assessment committee is
- For more info please refer to your Creative Communities Scheme Assessors Guide which I encourage you to read
- Please feel free to ask any questions as we go

CCS2

- The strength of this funding programme is that it supports high amounts of local arts activity that otherwise may not be able to happen and creates great opportunities for participation
- Through the fund we are able to support the development of local artists, local arts groups/organisations and the growth of local audiences
- The local assessment committee (that's YOU) means that the funding decisions reflect the needs of the community.
- The committee also provide key links into the community and often, through their conversations with potential applicants, are also providing important advice on how to develop and deliver projects

CCS3

- Creative New Zealand and our council have a written agreement – 1 Jul 2019 – 30 Jun 2022
- Creative New Zealand provides the funds and resources and it is the councils job to administer these funds including forming a local assessment committee
- Creative New Zealand also provides a set of guidelines that we have to use to administer the scheme
- Each district council receives an annual allocation of funds from Creative New Zealand in 2 lots
- The total allocation received by each local council consists of:
 - a base grant (in the 2019/20 financial year this was \$15,000)
 - an allocation per head of population in the relevant area (in the 2016/7 financial year this was \$0.60).

- The council can use up to 7.5% of the funds for promotion but otherwise covers all the administrative costs
- This council holds two funding rounds each year.

CCS4

- Assessment committees are at the heart of the success of the Creative Communities Scheme. Their main role is assessing applications and allocating funding, in line with the criteria of the scheme and any specific local priorities that have been set by the council.
- Other functions of committee members include:
 - discussing and making recommendations for promoting the scheme locally
 - receiving reports on funded projects and discussing completed projects
 - attending performances, exhibitions and other events funded by the Creative Communities Scheme
 - attending meetings organised by Creative New Zealand
 - contributing to the Annual Evaluation Report to Creative New Zealand
 - electing new community representatives to the committee
- To maintain the assessment committee's integrity and guarantee transparent and impartial decision making, conflicts of interest (COI) must be declared.
- People on the committee can make applications but need to follow these conflict of interest rules
- Direct COI - can occur if a committee member applies for CCS funding, or is part of a group that applies and stands to benefit financially or materially from a successful application.
- Indirect COI - can occur when someone else other than the committee member applies but the committee member would benefit financially or otherwise if the application were granted.
- Perceived COI – can occur when a CCS application is made by a family member, friend or associate of a committee member, or by an organisation associated with the committee member.
- Please have a read of the full conflict of interest rules in your Assessor Guide before completing the marking sheets and attending the meeting to allocate funds

CCS5

- To make an application these eligibility criteria must be met.
- If an application is ineligible the administrator will advise the applicant and will update the committee on this at the committee meeting
- It is ok for applicants to be from outside our city/district BUT the activity MUST take place inside our city/district
- All projects must deliver to ONE of the above criteria

- Not all projects deliver strongly to these criteria eg you may receive an application for a stipend for a writer to write and publish a novel under the 'access and participation' criteria. You would need to consider that application alongside others that have selected the same criteria and fund the ones that will deliver best results under that criteria

CCS6

- The scheme can fund a wide range of projects
- There are some projects that can't be funded
- You can see examples of the types of projects that can be funded in your Assessors Guide
 - *Sometimes people include costs in their budgets – that are not funded - if they do the Assessment Committee just need to make sure that they have other income that can cover these ineligible costs and we can tag the funding to those costs that are eligible.*

CCS7

- All applicants have to answer 5 key questions
- Assessors make their assessments against these questions
- Assessors will be sent out copies of all applications and a marking sheet
- The marking sheet has to be returned to the administrator before the committee meeting so he/she can create a ranked list
- This ranked list gives you a starting point for discussion when you come together to allocate the funds
- Again, there is more detail in your Guide about assessing and marking

CCS8

- The assessment committee meets to decide which applications should have priority for funding.
 - *Applicants are invited to speak briefly about their projects and you can ask questions that will help you make your assessment. The applicants then leave the room so we can discuss all the applications*
- The assessment committee focuses on funding the strongest applications so that they can succeed
- Sometimes it can be a fine balance between funding for success and trying to spread the funds as widely as possible
- Creative New Zealand staff can offer other support
- If we have any questions about application that are not answered in the Guide a phone call for clarification is fine
- Your first point of contact if you have any questions is the Administrator (Council staff). Let the Administrator know before the meeting so advice can be sought.

Any questions?