
Finding Funding

Your Resource Guide: March 2017

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Getting Started: General Advice

Find the most suitable agency

When you have identified what you need to improve the operations at your Archive, the next step is to identify the most suitable funding agency or agencies. You will need to find out:

- the objectives of the agency's funding program and if they have a
- category that fits your needs, or whether you can align your needs to
- any of their categories
- what they will fund and what they won't fund
- how much they have provided for similar previous projects and what
- the maximum grant can be
- the application requirements and process
- the application closing date

Generosity New Zealand

<http://generosity.org.nz/>

The Generosity New Zealand website has information about scholarships, grants, resource schemes and it connects businesses with community groups.

Te Papa

<https://www.tepapa.govt.nz/learn/for-museums-and-galleries/how-guides/running-museum/funding-and-sponsorship>

Te Papa has released a resource guide with advice for applying for funding. While it is targeted more towards the museums' sector, it has some information which may be useful for other organisations. It includes information about the application process as well as outlining some of the different grants and funding sources available.

Click on the following link to download a digital copy of the brochure:

<https://www.tepapa.govt.nz/sites/default/files/2-tapping-into-funding-sources.pdf>

Places to look

The following websites are good places to look for information about the different funding agencies in New Zealand and the grants they offer.

The Ministry for Culture and Heritage

The Ministry for Culture and Heritage has a searchable database containing the funding sources available specifically for those within the “GLAM” sector (galleries, libraries, archives and museums) of New Zealand. The advance search engine allows you to search for specific grants relating to your project, organisation and/or location.

The following link will take you to The Ministry for Culture and Heritage database:

www.mch.govt.nz/funding-nz-culture/search-funding

Generosity New Zealand

The Generosity New Zealand replaced Funding information services. See their website includes the givUS section which offers access to more than 1,200 grants and schemes for communities, volunteer organisations, schools, groups, sport clubs and Iwi. Find assistance for nearly everything, including operational costs, building redevelopment and project based resources.

<http://generosity.org.nz/giv-us>

Charities Commission

The Charities Commission has a searchable database of all the Charities in New Zealand. You can use the Charities Register to look for charities to fund your initiative or activity.

The following link will take you directly to the Charities Register:

<https://www.register.charities.govt.nz/CharitiesRegister/Search>

Crowdfunding

A new form of funding you could consider is Crowdfunding. If you have an idea for a project but need financial support, crowdfunding can be a good way to gather that support with small donations from a large number of people via the internet. You simply put your project on a crowdfunding platform, and rally your local community and others to get together and each contribute a little towards its success.

While there are many crowdfunding platforms available, we suggest you do some research to find the one that would best suit your project.

Some New Zealand platforms:

Givealittle givealittle.co.nz

Pledgeme www.pledgeme.co.nz

Everyday hero www.everydayhero.com/nz/

Overseas based, but will take New Zealand projects:

Kick Starter www.kickstarter.com

Indiegogo (Although can't use New Zealand currency) www.indiegogo.com

Go Fund Me (Although can't use New Zealand currency) www.gofundme.com

Specific Grants

Foundation North - Places Funding

Basic Description of the Grant

To fund projects that conserve, preserve and develop our region's natural and physical environment, and cultural heritage.

Projects supported by the Places Funding grant

- Projects that conserve and preserve the significant history of our region
- Projects and organisations that protect and enhance the environment in which we live
- Marae development in recognition of the special role that Marae play in supporting community cohesion
- Building projects that develop community cohesion, enhance community participation, or are of regional significance.

Eligible community organisations can receive a grant once every 12 months. Grants will be considered for costs relating to:

- Operating costs (excludes operating costs for community facilities)
- Programme costs
- Project management costs for Marae development projects (support for project management is capped at 10% of total project cost)
- Capital expenditure (The Trust is unlikely to consider funding applications from organisations reapplying within five years of a successful large grant)
- Minor capital works
- Capacity and capability building
- Leadership development
- Resources and equipment

Who can apply?

- Registered incorporated society, or a registered charitable trust
- Controlled by an organisation operating under an adopted constitution and rules
- Able to provide us with annual accounts. If you are applying for under \$40,000, these must be signed by two office holders. If you are applying for over \$40,000, these must be audited by a person with an accounting qualification.
- In operation for at least 12 months
- Within the Trust's region (Auckland and Northland) - see map more details:
www.foundationnorth.org.nz/funding/what-we-fund/

In addition, funding will be priorities for those organisations who meet the strategic objectives of the grant as outlined below.

Funding Priorities

Heritage:

- heritage restoration including Maori and cultural artefacts
- protection and Restoration of Waahi Tapu and Archaeological Sites
- building development
- collection care and management

- recording and publishing history
- exhibitions and interpretation
- promotion of cultural heritage.

Marae:

- marae development projects that can demonstrate community involvement
- creating key community partnerships with marae, e.g. runanga and iwi
- collaborative projects
- projects that build capacity.

Environment:

- conservation and restoration of regionally significant or threatened habitats and eco- systems on public land or private land which is under covenant (including ngaa whenua raahui)
- conservation of rare, endangered or threatened native species
- community education programmes aiming to resolve environmental issues that link action with learning
- supporting organisations towards becoming more environmentally sustainable

Community Building Projects:

- projects that meet an identified and well-defined community need
- collaborative projects
- projects that have widespread and significant community interaction
- community driven and have wide community support
- buildings that ensure accessibility to whole communities
- multi-use facilities which ensure accessibility to the whole community will be a priority.

How much?

The funding is divided into two broad areas: applications up to \$20,000 and applications for more than \$20,000.

IMPORTANT DATES

If your organisation is requesting \$20,000 or less, a quick-response grant decision is made within eight weeks of the closing date. There are five closing dates a year, usually towards the beginning of February, April, June, August, and October. The current dates can be found here

<https://foundationnorth.org.nz/funding/quick-response-grants/quick-response-grants-checks/>

If your organisation is requesting \$20,000 or more, it will be about four months before you get a decision on a community response grant. The closing date is 1 May 2017, the current dates can be found here

<https://foundationnorth.org.nz/funding/community-support-grants/community-support-grants-checks/>

How do you apply?

Information about what to send when applying for a grant:

<https://www.foundationnorth.org.nz/funding/what-to-send/>

Contact Information

Phone: (09) 378 6954 or Freephone 0800 272878

Email: info@foundationnorth.org.nz

Or visit: 50 Ponsonby Road, Ponsonby, Auckland.

The Lion Foundation

Basic Description

The Lion Foundation provides funding to a range of different areas of the community, including arts, culture and heritage and environment.

Who can apply?

Registered incorporated society, or a registered charitable trust

Projects supported by the Lion Foundation

The Lion Foundation supports a range of different projects. All grants must be used for goods and services within New Zealand and they generally only fund events or projects that will take place during the next six months. The Lion Foundation encourages groups to adopt a single application per year approach in order to ensure a fair distribution on funds.

How much?

There is no set amount.

When can you apply?

They accept applications year round.

How do you apply?

All the necessary application information and forms are on their website

www.lionfoundation.org.nz/applying-for-funding/

Pub Charity

Basic description

The Pub Charity focus on supporting communities in New Zealand by redistributing millions of dollars in gaming machine proceeds.

Who can apply?

- Your organisation must be: an incorporated society; a charitable body recognised by the Inland Revenue Department; a non-profit organisation; and/or, if applicable, a club or group affiliated to or a member of a recognised national organisation. It must have a valid constitution and a set of rules and be able to produce on request credible financial statements.
- Your organisation must have a bank account in the name of your club/group or organisation.
- Only a beneficiary or member of the organisation can apply for funding on behalf of your organisation.
- If you are applying for property maintenance or purchase costs, you will need to provide supporting information as to the tenure or ownership of the relevant property.
- No applications will be accepted from an applicant who operates their own gaming machines.
- Applications must be for charitable purposes and will need to be within one of the following donation distribution groups:
 - Community, culture and arts
 - Education (including pre-school, kindergartens, playgroups, Kohanga Reo)
 - Fire brigade, ambulance, life saving
 - Health, and health-related purposes
 - Youth
 - Sport, recreation, leisure

How much?

There is no set limit.

How do you apply?

All the necessary application information and forms are on their website

<http://www.pubcharitylimited.org.nz/>

When can you apply?

Pub Charity Net Proceeds Committee meets once a month to assess donation applications. (excluding December). Applications must be in our office by the scheduled closing date to be included for consideration of the Net Proceeds Meeting date.

You are encouraged to send your application in early so any queries can be clarified prior to closing date. Closing dates can be found on their website. www.pubcharitylimited.org.nz/deadlines.html

Southern Trust

Basic Description

The Southern Trust is required under the terms and conditions of our license issued by the Department of Internal Affairs to return at least 37.12% of gaming machine proceeds to the community. We strive to return as much as possible to communities through funding. We provide funding to amateur sport, education, community purposes, welfare organizations and arts and culture. The majority of families within New Zealand have received benefit, either directly or indirectly, from gaming machine proceeds through our funding, which support a huge diversity of organizations and communities.

Projects supported by the Southern Trust

The Southern Trust funds a diverse variety of projects.

Who can apply?

To be eligible for funding you need to be a non-profit organisation. You can be active in the areas of community, education, arts and culture or amateur sport.

How much?

There is no specified limit to how much you can apply for in a single application round.

How do you apply?

All the necessary application information and forms are on their website

http://www.southerntrust.org.nz/index.php?grants_main

When can you apply?

The Southern Trust is always open for applications to benefit the community. They do not have any cut off dates. In most cases, applications are processed within 20 working days. Requests larger than \$30,000 are reviewed at the next available monthly Board of Trustees meeting.

Rātā Foundation

Basic Description

Our Strategic Vision sets out our beliefs and guiding principles and goals which are the foundation for our work on behalf of our four funding regions — Canterbury, Nelson, Marlborough and the Chatham Islands — now and in the future.

Through our funding programmes we aim to support small and large organisations across a wide range of cultural, social, environmental or community projects in our funding [regions](#).

Projects supported by Rātā Foundation

The Rātā Foundation support many projects and organizations including ones that:

- Help local people delve into the heritage, culture and traditions of their community, and increase connection and belonging.
- Bring heritage assets to life for future generations to enjoy.

Who can apply?

Not-for-profit organizations in the Nelson, Marlborough, Canterbury and the Chatham Islands. These include:

- an incorporated society, association or organisation, which is not carried on for the purpose of providing profits or gains to any member or shareholder, and whose governing rules or constitution restrict any distribution of funds to any member or shareholder.
- any entity registered under the Charities Act 2005.
- a not-for-profit educational institution or body, church or church administration organisation.
- if you are a small unincorporated organisation which benefits the community and has been operating under a constitution or set of rules, for at least 12 months, please contact us to discuss options for applying under an umbrella organisation. Your organisation would need to have its own bank account, and financial statements, and have letters of support from at least two independent sources.
- collaborative partnerships acting as backbone organisations, should contact us to discuss how best to apply.

How much?

They provide small grants of \$20,000 or less, and large grants over \$20,000.

How do you apply?

All the necessary application information and forms are on their website.

<http://www.ratafoundation.org.nz/funding/apply-now>

When can you apply?

Grants can be applied for once at any time during the financial year (1 April to 31 March). A funding decision for small grants will take up to 10 weeks after all information is received. Large grants will have a funding decision three to four months after all completed information is received.

Department of Internal Affairs Grants

Community Organisation Grants Scheme (COGS)

<http://www.communitymatters.govt.nz/Funding-and-grants---Crown-Funds---Community-Organisation-Grants-Scheme>

Basic Description

The Community Organisation Grant Scheme is a community-driven funding body that provides grants to non-profit community organisations that deliver community-based social services.

Projects supported by COGS

COGS may make a contribution to running costs (including personnel, operating or programme costs), or to services or projects that encourage participation in communities, promote community leadership, or promote social, economic and cultural equity.

Who can apply?

To be eligible for funding you need to be a non-profit organisation.

How much?

There is no limit to the amount you can apply for. However, because of pressure on funds, COGS is rarely able to provide grant funding to the level requested and is more likely to consider a contribution of approximately \$3,000 or less. Grants over \$10,000 can only be made to groups that have legal status.

How do you apply?

You can apply for funding online on their website: www.communitymatters.govt.nz/Funding-and-grants

IMPORTANT DATES

There is one funding round per year. The 2017 COGS funding round will open on 12 April 2017 and close on 24 May 2017. The committee will meet by 28 July 2017.

Lottery Heritage Fund

Basic Description

Lottery Heritage grants are available for plans reports and one-off projects that conserve, protect and/or promote collections and stories that are important to our cultural heritage and identity.

Projects Supported

Lottery Environment and Heritage makes grants to:

- protect collections that are at risk of being damaged or lost
- projects that will make collections easier for people to access and enjoy
- projects to tell our stories, and especially for young people to learn about and experience our cultural heritage
- projects that conserve or protect moveable cultural property, such as photographs, paintings, furniture and other artefacts
- prepare plans, studies or reports that will help achieve cultural heritage projects.

The Lottery Environment and Heritage Committee is more likely to fund requests with or for conservation or restoration plans that accord with the [ICOMOS New Zealand](#) Charter for the Conservation of Places of Cultural Heritage Value.

How much?

Grants are made for small projects (less than \$250,000) and large projects (\$250,000 or more). Projects may be a single, stand alone project, or a discrete stage of a larger, ongoing project.

How do you apply?

You can apply for funding online on their website:

<http://www.communitymatters.govt.nz/Funding-and-grants---Lottery-grants---Lottery-Environment-and-Heritage>

IMPORTANT DATES

There are two funding rounds a year. Upcoming funding rounds are: 14 Jun- 9 August 2017 with the committee meeting by 17 November 2017; 13 December 2017- 21 February 2018 with the committee meeting by 1 June 2018.

You can find the most up to date dates here: <http://www.communitymatters.govt.nz/Funding-and-grants---Closing-and-meeting-dates>

Cultural Heritage Grants

Funding NZ Culture

Funders of 18 organisations across the cultural spectrum, from NZ On Air to the Antarctic Heritage Trust.

For details about how to apply for contestable Ministry grants, view Ministry grants and awards:

www.mch.govt.nz/funding-nz-culture/ministry-grants-awards

Projects currently supported by Cultural Heritage Grants

- Commemorating Waitangi Day Fund
- New Zealand History Research Trust
- New Zealand Oral History Awards
- Regional Culture and Heritage Fund

International Resources

The free management library (US) has a wealth of information to

"help nonprofit leaders and staff learn to understand the various/varied elements of fundraising, to recognize the importance of the relationship between an organization and its potential donors, and to construct and implement a strong fundraising plan/program for their nonprofits."

Visit <http://managementhelp.org/nonprofitfundraising/index.htm> to explore their range of topics including:

- Fundraising Basics
- Fundraising Laws and Ethics
- Fundraising Leadership: Board, Development Directors and Others
- Development Staff: Defining, Hiring, Evaluating and Firing
- Direct Appeals
- Grants: Government (Public Grants)
- Special Events
- Annual Funds
- Major Gifts and Planned Giving
- Capital Campaign and Endowment Fundraising
- Fundraising Online (including social media, online malls, corporations that accept online proposals)
- Fundraising Software
- Donor Communications, Feedback and Recognition
- Fundraising Planning (Tying It All Together)

NZMS Support

NZMS is New Zealand's most trusted bureau for digitisation, text conversion, microfilming & online hosting.

We work with libraries, archives, museums, galleries, government agencies, companies, clubs & societies, Iwi and individuals across New Zealand – anyone with heritage items they want to preserve and share through reproduction!

With staff located in Auckland, Wellington, Christchurch and online, we are able to offer our services and expertise wherever you are - and we'd be happy to provide a quotation to support your funding application.

We specialise in

- Digital Capture
- Content/Text Conversion (OCR and transcription)
- Microform
- Equipment
- Recollect (Online Hosting/Management) www.recollect.co.nz
- Printing
- Consultancy
- Training

Best of luck with your funding application!

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