



Earle Creativity and Development Trust in Manawatū and Rangitikei

Example Application Form 2019

In 2018 the Earle Creativity and Development Trust will give project grants for:

- Music
- History & Literature

\$100,000 is available; \$50,000 for Music and \$50,000 for History & Literature; \$5,000 being the minimum grant.

Applications must be received by 5pm, Monday, 2 September 2019 and applicants must be residents of or closely connected to the Manawatū/Rangitikei region.

Application for Grant

1. This application is for (please tick the relevant area)	
<input type="checkbox"/> Music	<input type="checkbox"/> History & Literature
2. Applicant (individual/organisation)	
Name(s) in full	
Contact person (organisation)	
Address	
Phone	
Cellphone	
Email	

3. Project

3.1 Title

3.2 Outline of project clearly showing the central idea and how it is to be developed

3.3 Timing of project (expected time for start; important steps for completion; projected completion date)

3.4 Other people/organisations involved in the project (where relevant)

EXAMPLE ONLY

4. List any information and past activities relevant to the project

Include only information and experience with direct relevance to this application

EXAMPLE ONLY

5. Outcome of Project

5.1 Statement of how the project is seen to be innovative and significant for the Manawatū/Rangitīkei region

5.2 Likely benefit to the community

5.3 Likely benefit to the applicant

6. Funding

Please provide a detailed budget; attach quotes if possible

Note: Our preferred format for attachments is PDF, Excel, Word or JPG. Supporting materials cannot exceed 25MB in size, as files exceeding this will not upload.

6.1 Total cost for project

6.2 Grant requested from Earle Creativity and Development Trust

6.3 Funding requested or to be requested from other sources

6.4 Funding confirmed from other sources

7. Referees

Names and contact details of two independent referees who know about the project and the participants and to whom reference can be made if necessary.

7.1 Referee

7.2 Referee

8. Reporting

An interim report is required after six months, describing the progress and outlining any problems. At the end of the project a detailed report is required, describing the outcomes of the projects and their effect in the Manawatū/Rangitīkei region.

A statement of how the funds were spent and the relationship to the original budget must be provided. It is expected that the project will be completed by March 2020.

I understand that interim and final reporting will be required as outlined above

9. Other

List any other relevant information (less than 300 words)

In making this application I understand that if successful I am obliged to undertake the project and provide a report and local public presentation/performance as agreed, also that my name, project title and description, and the amount of grant, may be published by the Trust for publicity purposes.

Signature

Date

Use a maximum of two additional sheets if space is insufficient for information on the project.

Note that positive consideration of any application requires clarity of presentation and relevance to the grants criteria.

Applications must be completed online using the SmartyGrants application form on Public Trust website.

Note: Applicants need to first register online before they can proceed to complete the application form.

The application form will be available from 1 July 2018 and must be submitted by 5pm, Monday, 2 September 2018.

When an application has been successfully submitted the applicant will receive a confirmation email from Public Trust, together with a PDF copy of their application. **When the applicant receives this confirmation it is important that they forward it to the Earle Trust at email: info@earletrust.org.nz, so that the Trust has a record of all confirmations.**

For any other queries, please contact Earle Trust at info@earletrust.org.nz. Successful applicants will be notified in November 2018.

The decision of the Earle Creativity and Development Trust Board is final and no further discussion will be entertained.