

### Fund Priorities, Eligibility and Privacy

#### Fund Priorities and Eligibility:

The Public Art Fund is Tauranga City Council's dedicated fund for public art.

Public art is any artwork that is in the public realm and is accessible to the general public. This is regardless of whether it is situated on public or private property.

Public Art comes in many forms, including but not limited to, sculpture, murals, mahi toi, integrated architectural or landscape architectural work, community art, mosaics, digital new media, lightworks, sound art, land art, installation, and more transitory forms like performance art.<sup>[1]</sup>

Applications are open throughout the year, and you can apply at any time.

If your full project budget is \$30,000 or less, decisions will be made on a bi-monthly basis.

If your full project budget is \$30,001 or more, decisions will be made quarterly.

For more information, please contact Tauranga City Council's Public Art Team on [publicart@tauranga.govt.nz](mailto:publicart@tauranga.govt.nz)

<sup>[1]</sup> Performance art is defined as an artwork created through actions. It is not the same as the performing arts, such as dance, drama, kapa haka, or musical performances.

#### Privacy:

The personal information Tauranga City Council collects may include your name, addresses, email address, telephone numbers, information on your use of our services or facilities and any other information provided by you in connection with, or specifically related to your communications with us or, your use of our services or facilities.

#### **Collecting your information**

- We may collect personal information about you when you or someone acting on your behalf provides information to us directly.

- We may collect personal information about you from other organisations, entities or persons.

- When you visit one of our websites, we may use technology solutions such as "cookies"

to provide you with better access to tailored information and services on the websites and to better serve you when you return to them.

- Our internet service providers may also make a record of your visit and log information for statistical purposes. This information is only analysed on a bulk basis for broad demographic content. Individual use is not analysed. We do not attempt to identify users or

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their browsing activities unless they choose to give us personal information while using our website.

### Privacy Declaration

I declare that I have read the privacy information and I am comfortable to proceed with the application.

I agree

### Applicant Details

\* indicates a required field

**This can be the artist, or artwork commissioner, and can be an individual or organisation.**

Individual       Organisation

Organisation Name

Title      First Name      Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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**Full Name of Applicant \***

First and Last Name of person completing this application

**Applicant Email Address \***

Must be an email address:

**Applicant Website**

Must be a URL.

**Key Contact Details \***

First Name      Last Name

<input type="text"/>	<input type="text"/>
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This is the person who we will correspond with about the grant and proposed project. We will also send all correspondence to the email provided.

**Key Contact Person Position \***

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### Key Contact Phone Number (Daytime) \*

Must be a New Zealand phone number.

### Key Contact Physical Address

Address

  

### Key Contact Email (all correspondence will be sent to this address) \*

Must be an email address.

### Event/Organisation Website (if applicable)

### How did you hear about the Public Art Fund?

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Council website      | <input type="checkbox"/> Local paper           | <input type="checkbox"/> Radio                       |
| <input type="checkbox"/> Council mail-out     | <input type="checkbox"/> Poster/flyer/brochure | <input type="checkbox"/> Word of mouth               |
| <input type="checkbox"/> Council staff member | <input type="checkbox"/> Social media          | <input type="checkbox"/> Other: <input type="text"/> |
| <input type="checkbox"/> Creative NZ website  |  |  |

## Project Details

\* indicates a required field

The Idea:

### Artwork/Project Title \*

### What is your idea? \*

If you are using a cultural narrative, please reference where you got it from.

### What are the aims of your project? \*

### Which of the four strategic outcomes does your project most align with? \*

- World-leading Public Art grows the distinctiveness of the city
- Infrastructure projects integrate art and design from the outset
- A programme of community and temporary Public Art brings vibrancy to the city

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A programme of interpretation and promotion enriches the Public Art experience

**Please explain why your project aligns with the strategic outcome selected? \***

The Artwork:

**Tell us about the artwork \***

What will it look like? What is the medium? What materials are you using? You will be able to provide a sketch/design/mock-up in the supplementary material.

**What is the approximate/intended lifespan? \***

Is it intended to be temporary or permanent?

**Who will own the artwork after it is completed? \***

Is the intention to gift the artwork to the city (i.e. TCC)?

**What are the estimated maintenance requirements and whose responsibility will maintenance be?**

The Process:

**Please describe the process that will be involved in the project: \***

Explain the key stages of your project and how it will be carried out. Think about the artwork's creation, fabrication, and installation. How long will the process take? What are your preferred dates? What is your timeline?

The Team:

**Who is involved? Please list each person's name, role and if their involvement is confirmed or tentative? \***

List all people/companies/organisations who have agreed (or who are tentative) to be involved. Please describe the ways they will contribute and their skills/ability/experience. This could include artists,

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commissioners, curators, project managers, fabricators, contractors, designers etc. You can attach CVs/biographies/portfolios as part of the supplementary material

**Who are your partners? Please list each person's name, type of support and if the support is confirmed or tentative.**

Please list all other funding and sponsorship, whether cash or in-kind, that is confirmed or tentative. You will provide details of their support below in the budget.

The Location:

**Please select which option applies to you; \***

- 1. I have a location in mind on non-TCC owned land, and I have permission to use it
- 2. I have a location in mind on non-TCC owned land, and I have yet to gain permission to use it
- 3. I have a location in mind on TCC owned land, and I have permission to use it
- 4. I have a location in mind on TCC owned land, and I would like permission to use it
- 5. I do not have a location in mind, and would like to be allocated a site.

**If you answered 1, 2, 3 or 4: What is the address of your confirmed/preferred location?**

**If you answered 1 or 3: What is the address of your confirmed/preferred location? Please provide a signed letter from the landlord (or asset manager) of your artwork site showing permission to use the location as part of your supplementary material.**

**If you answered 1 or 3, have you had any discussions with mana whenua around the use of this site?**

**If you answered 4 :Why do you think this location is the most appropriate for your artwork? What requirements do you need at the location for the installation of your artwork?**

**If your answered 5 : Please detail what you would require from the location for your artwork, e.g. plot size, access to power, foundation material etc.**

Connection and Engagement:

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**How do you plan to connect with and engage our community during the creation and installation of your artwork, and after it is installed?**

### Panel Meeting and Supplementary Material

**Would you like to speak at the Public Art Fund Panel meeting?**

- Yes  
 No

**Please upload and attach any relevant supplementary material to support your application. This could include: Financial statements, Budgets, Artist portfolios/ statements CVs/biographies, Letters of support, Landlord/asset manager support, Sketches/designs/mock-ups.**

Attach a file:

### Financial Information and Project Budget

\* indicates a required field

Tauranga City Council Funding:

**Have you received funding, a grant, or sponsorship from Tauranga City Council in the past 3 years? (this does not include the Creative Communities Scheme) \***

- Yes  
 No

**If yes, please tell us about other funding/grants/sponsorship you have received from Tauranga City Council in the past three years:**

**Is the Applicant/Organisation registered for GST? \***

- Yes (do NOT include GST in your budget)    No (DO include GST in your budget)

**Applicant Primary Bank Account \***

Account Name

Account Number

Must be a valid NZ account format: 00 / 0000 / 0000000 / 000

**Please attach Proof of Bank Account \***

Attach a file:

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### Financial Statement:

Groups or organisations must provide a copy of their latest financial statement. This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts.

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

Your financial statement must be uploaded as part of the supplementary material.

### Financial Statement Information

Attach a file:

### The Budget:

You can use the below tables to detail your expenditure and income, or alternatively, you can upload your budget in the supplementary material. However, you MUST provide a budget in some way.

### Budget Information ( If Applicable)

Attach a file:

### New Section

### Budget

Income	\$	Expenditure	\$

### Budget Totals

**Total Income Amount**

This number/amount is calculated.

**Total Expenditure Amount**

This number/amount is calculated.

**Income - Expenditure**

This number/amount is calculated.

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### Public Art Fund Request:

#### **Total Amount Requested \***

Must be a dollar amount.

What is the total financial support you are requesting in this application?

### Declaration

\* indicates a required field

#### Authorisation:

Please note: All applications by person/s under the age of 18 must be authorised by applicant's parent or legal guardian.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

You must declare that you agree with the following statements:

- I/We understand that if this application is successful I/we cannot receive funds for the same project from Tauranga City Council's other funding programmes.
- I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions:

If successful, you must agree to:

- complete the project as outlined in this application (or request permission in writing from TCC's Arts & Culture Advisor for any significant change to the project)
- complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed
- return any unspent funds
- keep receipts and a record of all expenditure for seven years
- participate in any funding audit of my organisation or project conducted by the local council
- contact the TCC Arts & Culture Advisor to let them know of any public event or presentation that is associated with the artwork
- acknowledge Tauranga City Council as a funder in any artwork signage, unveilings, and media and communications
- I understand that the Tauranga City Council is bound by the Local Government Official

Information and Meetings Act 1987



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- I/we consent to Tauranga City Council recording the personal contact details provided in this application, retaining and using these details for the purpose of evaluating the Public Art Fund
- I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material.
- I/we undertake that I/we have obtained the consent of all people involved to provide these details.
- I/we understand that I/we have the right to have access to this information

**Please read and agree to the above statements \***

I agree