

## **2022 Partnership Fund Grants - Application Guide and Criteria**

In 2022 a small portion of the revenue allocated to the Cultural Fund will be made available in a Partnership Fund. A total of \$25,000 of funding will be available for grants in the range of \$2,000 to \$5,000 per application.

### **About the CLNZ Cultural Fund**

The CLNZ Cultural Fund derives its revenue from a 2% share of domestic licensing income and from overseas revenue that is non-title specific. The Cultural Fund invests in people and projects that meet its objectives to:

- Protect - writers and publishers' ability to earn revenue from their works;
- Support – the creation and production of new works and assist the commercial success of New Zealand works;
- Grow – the number of works created and skills in the industry.

Expressions of Interest (EOI) for a 2022 Partnership Fund grant are invited for opportunities that:

- have clearly defined and measurable project outcomes; and
- are being managed by recognised publishing industry organisations or individuals; and
- have other funding or in-kind resources in place that, at a minimum, equals the funding sought from the Partnership Fund; and
- meet the objectives of the Cultural Fund.

Applications for projects that reach and engage communities of diverse writers and/or illustrators, including the next generation of writers and/or illustrators, are encouraged to apply and will be prioritised. Applicants must commit to paying a living wage to anyone working on the project.

EOI's should be made via the online form on the CLNZ website, which can be found under the Cultural Fund tab. There are no fixed dates for submitting an EOI. Unsuccessful applicants will be advised via email. Those EOI's that progress to step two will be contacted directly and the details around the project plan, timeline and impact measures will be agreed and confirmed. When funds have been awarded and the Partnership Fund has been allocated in any given period - we will publish this on our website.

### **Section 1. How to submit an Expression of Interest (EOI)**

1. Expressions of Interest (EOI) should be made via the online form on the CLNZ website, which can be found under the Cultural Fund tab.
2. All applicants must read, understand and accept this Application Guide and Criteria document before proceeding with an EOI and to be eligible for a grant.
3. Before starting your EOI, please read Section 2 of this document to learn what information will be required. Please also take note of the word limits when submitting information.
4. Once submitted, the EOI cannot be edited further.

## Section 2. What information will you need to provide in your EOI?

Expressions of Interest will involve being asked to provide the following information about the project:

- Full name
- Organisation (if applicable)
- Email address
- Phone number
- Standard demographic details
- Name of project
- Project Summary (200 words or less)
- Detail of how the project meets the goals of the Partnership Fund (300 words or less)
- Funding you are applying for (\$)
- Funding already in place

## Section 3. Successful EOI's

EOI's will be assessed by CLNZ and an external advisor. If a project is accepted for funding based on its EOI, further information will be requested including:

- A detailed project plan
- Project timeline
- Project Budget
- Specific impact measures
- Documentation to support your application – this could be a CV, sample of work, project budget, letter of support or other supporting information.

## Section 4. Acceptance of grant

If successful, Partnership Fund grant recipients acknowledge and agree to the following:

1. The grant will be used for the purpose/project for which it was awarded.
2. The recipient will participate in any media exposure reasonably requested by CLNZ, and invite CLNZ to be involved in any PR where appropriated.
3. Acknowledgement will be made any promotional materials and in any resulting publication(s) produced by the recipient, with specific reference to be made to being a **Recipient of a 2022 Partnership Fund Grant from Copyright Licensing New Zealand.**
4. Recipients are expected to provide a project completion report within 30 days of the project being completed. We will provide you with a link to submit your report online.
5. The recipient acknowledges that CLNZ reserves the right to modify or withhold any payments to be made under this grant or to require a refund of all or part of the grant funds, if it, in CLNZ's sole discretion, deems that:
  - The recipient has not fully complied with the conditions of this grant;
  - The recipient's actions, whether intentional or accidental, have or may, bring CLNZ and/or the Partnership Fund Grants into disrepute.
6. Any taxes (including any income tax, GST and any others) that may be due in relation to receipt of the Partnership Fund Grant is the responsibility of the recipient.

## Section 5. Eligibility and conditions of entry

1. The applicant is solely responsible for ensuring that their entry meets the Application Criteria outlined here. Any queries regarding eligibility including interpretation of eligibility, conditions of entry and selection criteria should be directed to Copyright Licensing New Zealand (CLNZ) via email to [awards@copyright.co.nz](mailto:awards@copyright.co.nz)
2. Applicants must be a New Zealand citizen or permanent resident, or New Zealand based organisations.
3. Applications for projects that involve several organisations or individuals are welcome. When making a collaborative application, applicants are asked to name one party as a lead applicant.
4. Applicants may submit more than one EOI and may apply for more than one project.
5. In 2022, an allocation of \$25,000 is available. The number of successful projects will vary from year-to-year and will depend on the individual merits of the EOI's received and the recommendations of CLNZ and the external advisor. In the event that any portion of the available funding is not allocated, this will be added to the funding pool available for the following years' Partnership Fund.
6. Applicants are asked to set out the funding requirements of their project in their EOI, together with information around funding they already have in place. All successful projects will have demonstrated a clear case for the amount of funding sought in their EOI. The funding requested should be appropriate for the scale and reach of the project and take into account contributions from any partners or other funders. Please note that successful applicants may not be granted the full amount applied for.
7. EOI's must be made online. Once your EOI has been submitted, it cannot be edited.
8. CLNZ's decision, made in conjunction with an external advisor, is final and no correspondence will be entered into. Any attempt to contact members of the selection panel will render the application ineligible. It is not possible to provide individual feedback to applicants.
9. Unsuccessful EOI's will be advised via email. Successful grant recipients will be contacted directly and published on our website.