

ACTIVITY GRANT FUNDING (UNDER \$5,000) 2023/2024

Application Form

The New Zealand National Commission for UNESCO invites applications for funding from organisations which have projects, events, programmes or initiatives that reflect our mission: Deepening connections between the people of Aotearoa/New Zealand and UNESCO globally through the sharing of ideas and building capability for a better and more peaceful future.

Contact Details

ORGANISATION NAME

Please note that this will become the contracted recipient of funds

Applicant's Contact Person Details

LAST NAME

FIRST NAME

POSITION IN ORGANISATION

GST NUMBER *Please enter N/A if you are not GST registered*

TEL (AFTER HOURS)

MOBILE

EMAIL

Postal Address
STREET/PO BOX

SUBURB

CITY

POST CODE

Project Details

To be considered for funding support your project **MUST align to one or more of the National Commission's priority areas and the evaluation criteria listed in the application pack.**

CHECKLIST

- 1. Oceans for the Wellbeing of People and the Planet, in particular the UN Decade of Ocean Science for Sustainable Development (2021-2030).
- 2. Empowering Communities for Sustainable Futures.
- 3. Indigenous Knowledge, including the UN Decade of Indigenous Languages (2022-2032).
- 4. Freedom of Responsible Expression.
- 5. UNESCO programmes in New Zealand

WORKING TITLE OF PROJECT

PROJECT EXPECTED COMMENCE DATE

PROJECT EXPECTED FINISH DATE

TARGET GROUP(S)

TARGET REGION(S)

PLEASE SUMMARISE THE PROJECT IN ONE SENTENCE

1. Describe the project including objectives, anticipated outcomes and plans for follow up.

DESCRIPTION OF THE PROJECT

PROJECT OBJECTIVES

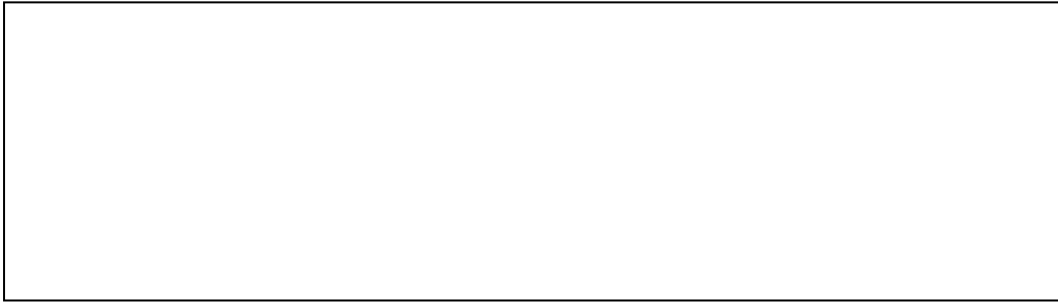
ANTICIPATED OUTCOMES

PLANS FOR FOLLOW UP


2. OUTLINE HOW YOUR PROJECT MEETS THE PRIORITY AREAS AND EVALUATION CRITERIA OUTLINED IN THE APPLICATION INFORMATION PACK (PLEASE ENTER N/A IF PRIORITY AREA IS NOT APPLICABLE).

Oceans for the Wellbeing of People and the Planet, in particular the UN Decade of Ocean Science for Sustainable Development (2021-2030).

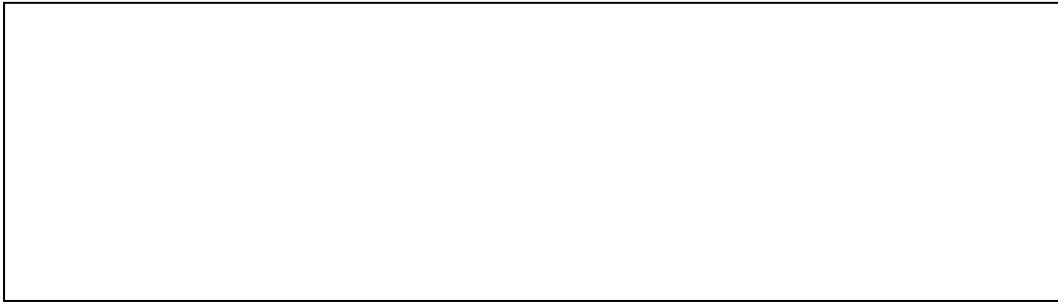
Empowering Communities for Sustainable Futures.

A large, empty rectangular box with a thin black border, intended for content related to the topic above.

Indigenous Knowledge, including the UN Decade of Indigenous Languages (2022-2032).

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Freedom of Responsible Expression.

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UNESCO programmes in New Zealand.

A large, empty rectangular box with a thin black border, intended for content related to the topic above.

3. PLEASE IDENTIFY KEY TIMELINES AND MILESTONES FROM THE DATE OF APPLICATION TO THE DATE OF COMPLETION.

Milestones. Use as many boxes as needed, if you have additional milestones, please add these at the end of the document.

Target date

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4. HOW WILL YOU JUDGE IF THE PROJECT IS A SUCCESS?

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5. HAVE YOU OR YOUR ORGANISATION PREVIOUSLY REQUESTED OR RECEIVED FUNDING FROM THE NEW ZEALAND NATIONAL COMMISSION FOR UNESCO? (Circle the relevant answer)

YES / NO

6. HOW WILL YOU PROMOTE THE INITIATIVE THROUGHOUT THE PROJECT AND BEYOND?

7. WHO WILL BE INVOLVED IN IMPLEMENTING THE PROJECT AND WHAT ARE THEIR QUALIFICATIONS AND/OR EXPERIENCE?

8. ADDITIONAL COMMENTS

Money and Resources

Applications for grants of up to \$5,000 will be considered. The National Commission may decide to grant only part of the funding requested.

AMOUNT REQUESTED

PERCENTAGE OF PROJECT COSTS REQUESTED

PLEASE OUTLINE THE COST OF YOUR PROJECT. ALL COSTS SHOULD BE GST EXCLUSIVE.

ITEM DESCRIPTION

NZ\$

TOTAL COST OF PROJECT

PLEASE OUTLINE HOW YOU INTEND TO FUND THE PROJECT OTHER THAN THE CONTESTABLE FUNDING.

PERSONAL CONTRIBUTION (NZ\$)

FUNDRAISING (PROVIDE AN ESTIMATE) (NZ\$)

FUNDING GRANTED FROM OTHER ORGANISATIONS (PLEASE LIST BELOW).

ORGANISATION

NZ\$

APPLIED FOR/YET TO APPLY FOR FUNDING FROM OTHER ORGANISATIONS WHERE DECISION IS NOT YET KNOWN.

ORGANISATION

NZ\$

TOTAL FUNDS EXPECTED/AVAILABLE

Referee details

Provide details of two referees.

Referee 1

REFEREE NAME

TITLE

RELATIONSHIP

PHONE NUMBER (DURING THE DAY)

MOBILE NUMBER

Referee 2

REFEREE NAME

TITLE

RELATIONSHIP

PHONE NUMBER (DURING THE DAY)

MOBILE NUMBER

Certification

CONFLICT OF INTEREST DECLARATION

Please identify any actual or potential conflicts of interest. These may include personal and professional associations/relationships between the applicant and any member of the NZ National Commission or Secretariat.

I certify that:

1. I have read the application guidelines and am eligible to apply.
2. The statements in this application are true to the best of my knowledge and any supporting material is my own work or the work of the persons named in this application.
3. I accept that the Ministry of Education and the NZ National Commission for UNESCO reserve the right to use whatever assessment processes and selection criteria they deem necessary to evaluate this and other applications for grant funding.
4. I acknowledge that this application will be assessed on its merits, and compared to other projects and that it may not be funded, or it may not be funded at the amount requested.
5. I accept that once the National Commission's final decision on my project has been made no further correspondence with the National Commission relating to the success or failure of an application will be entered into.
6. I understand that the National Commission reserves the right to ask for additional referees if required.
7. If my application is successful, I consent to the media being given information about the funded project and I agree that I may be contacted by them at a media contact number to be provided.

8. If my application is successful, I will provide a final project report in accordance with the requirements of the New Zealand National Commission for UNESCO and all the information and supporting documentation required to acquit properly and fully the money received.
9. I undertake to return to the National Commission any money received which is not spent on the specified project at the time of completion of the project.
10. I understand that any information given to applicants by Ministry of Education staff should be seen as information only and that I should not alter any circumstances or act upon expectations arising from such information.
11. I acknowledge that grant funds awarded by the National Commission will be paid through the Ministry of Education. Invoices will be paid by the Ministry of Education six weeks from date of receipt, in accordance with Ministry of Education payment Terms and Conditions.

Tick the box to certify and agree to the above