

# Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024

## Local Grant Application Form

Application No. BOIWCB232417 From Kitted NZ and Flash Gordon Photography

Form Submitted 13 Nov 2023, 11:50AM NZDT

## Applicant Details

**\* indicates a required field**

## Instructions

### Please read carefully:

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) - we're happy to help.

### The following *must* be submitted along with this application form:

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

## Applicant details

### Applicant \*

Kitted NZ and Flash Gordon Photography

### Postal Address \*

### Physical Address \*

### Website

<http://www.flashgordon.co.nz>

Must be a URL.

### Facebook page

<https://www.facebook.com/ClaireFGPhotography/>

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### Contact details

Contact Person One:

**Applicant Project Contact \***

Mrs Claire Gordon

Contact Person Two:

**Applicant Admin Contact**

Mrs Jaime Pavlicevic

**Position \***

Business Owner, Flash Gordon Photography

**Position**

Business Owner, Kitted NZ

**Phone Number**

**Phone Number**

**Mobile Number**

**Mobile Number**

**Email**

**Email \***

**Address**

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Must be an email address.

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Must be an email address.

### Purpose of organisation

**Please briefly describe the purpose of the organisation \***

- To understand the social needs of girls in outdoor and recreational environments.
- To use creative imagery to inspire conversations about gender inequity in facility design and development, and to portray imagery of young female creative athletes that is positive, empowering, and values based.
- To create an outdoor space where both youngsters and teenage girls can feel comfortable, inclusive with equipment that encourages artistic play.

**Number of Members \***

500

### Project Details

**\* indicates a required field**

### Project Details

Clearly describe the project or event:

**Name of Activity \***

Kitted Spaces for Girls and Young Women

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### Location \*

Proctor Library and Kerikeri Domain

### Will there be a charge for the public to attend or participate in the project or event? \*

☐ Yes

☒ No

### Project dates:

Start Date

End Date:

Date \*

16/01/2024

Must be a date.

Date: \*

30/04/2024

Must be a date.

### Project Outline

Outline your activity and the services it will provide. Tell us:

- Who will benefit from the activity and how; and
- How it will broaden the range of activities and experiences available to the community.

#### Project outline: \*

Following group workshops with the young teenagers, and a series of photo sessions, an Exhibition will take place at the Proctor Library demonstrating through the creative activities of the various genres of dance and gymnastics, the themes of friendship, physical strength and values - and the opportunity for the girls through imagery to demonstrate their frustration at the poor or lack of facilities for these particular creative sports - raising the awareness of these issues to our wider community, and communicating our project goals.

We envisage a flow from the library out to Kerikeri domain - spaces like the domain are essential for everyone as places to be active, play, socialise and relax - and they are particularly important for teenagers in Kerikeri, who quite often have nowhere else to go.

But there's one big problem. Older girls are almost entirely designed out of these spaces. Research carried out by UK's ParkWatch (in May this year) reveals that overall 88% of the teenagers who use spaces like the Domain are boys. This collaborative project is a solution to closing the gender gap and will make the Domain a more inclusive space. I've enclosed the ParkWatch report which, after observing participation at the Domain, I feel are insights we should use, because they are relevant.

We're proposing simple placemaking below:

Social circular seating that features removable imagery and a dance barre wrapping around it - where anyone can stop to stretch or rest with friends.

A low beam for kids (or adults!) to play on/practice balancing on.

It's important to recognise that this area can be used and enjoyed by anyone, but the aim is to create a more inclusive environment for girls using artistic play equipment that promotes fundamental movement skills (barre and beam). The idea is it will encourage more older girls to use the Domain.

And this will truly be a 100% community project, local organisations on board to deliver and support are:

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Claire Gordon Photography (Creative Photographer)

Kerikeri Gymnastics Club (Gymnasts)

Our Kerikeri (Placemaking co-design)

Dance Vibes Kerikeri (Hip Hop & Jazz Dancers)

Northland Dance Academy (Ballet Dancers)

Kitted NZ Limited (Creative Director)

Men's Shed Kerikeri (Placemaking co-design)

Procter Library (potential exhibiting space)

## Project Cost

**\* indicates a required field**

**Provide a detailed cost estimate for the activity. Funding requested may not exceed 50% of the total cost.**

*Total Cost - provide the **total** amount of the estimated quoted cost against the appropriate item.*

*Amount Requested - provide (against the item) the amount the Board is being requested to contribute.*

### Please Note:

- You need to provide quotes (or evidence of costs) for everything listed in the total costs column
- If your organisation is GST registered, all requested amounts must be GST exclusive.
- Do not enter cents - round values up or down to the nearest dollar
- Do not use the dollar sign (\$) - just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

## Budget

Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
	Must be a dollar amount.	Must be a dollar amount.		Must be a dollar amount.
Rent/Venue Hire			<i>No files have been uploaded</i>	\$0
Advertising/Promotion	\$4,060.00	\$560.00	<i>No files have been uploaded</i>	\$4,060

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Professional Fees. (Mounting an exhibition, and printing )	\$9,031.00	\$2,046.00	Filename: Kitted Exhibition 2023 11 - Photography and Mounting.pdf File size: 1.0 MB	\$9,031
Administration (inc. stationery/copying)	\$	\$	No files have been uploaded	\$
Equipment Hire	\$	\$	No files have been uploaded	\$
Equipment Purchase			No files have been uploaded	\$
Utilities:			No files have been uploaded	\$
Hardware (Place-making Materials for constructing the social seating, barre and balance beam)	\$1,700.00	\$1,700.00	Filename: Social seating beam and barre sketch and estimate for materials.pdf File size: 1.1 MB	\$1,700
Consumable materials (craft supplies, books)	\$	\$	No files have been uploaded	\$
Refreshments	\$	\$	No files have been uploaded	\$
Travel/Mileage	\$	\$	No files have been uploaded	\$
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded	\$
Other workshop coordination and delivery	\$2,450.00	\$	No files have been uploaded	\$2,450
Other (Labour for the construction and installation of the place-making components)	\$3,000.00	\$1,500.00	No files have been uploaded	\$3,000

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Other: Exhibition production purchasing costs: Collating images, applying sign-writing and printing images to be built into the backrest of the social seating	\$19,648.00	\$13,748.00	Filename: QT-00 2122 - Speedy Signs.pdf File size: 99.4 kB	\$19,648
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## Funding Request Amount

Please enter the total cost of your project (the sum of the items you have listed in the Total Cost column above) and the total amount you are requesting from the Board (the sum of the items you have listed in the Amount Requested column above).

**What is the total cost of your project? \***

39889

Must be a number.

**What is the amount you are requesting from the Board? \***

\$19,554

Must be a dollar amount.

## Financial Information

**\* indicates a required field**

### Financial Information

**If your organisation registered for GST \***

☒ Yes ☐ No

### GST Number

**GST Number**

140-739-098

## Current Funding

**How much money does your organisation currently have? \***

\$450.00

Must be a dollar amount.

**How much of this money is already committed to a specific purpose? \***

\$450.00

Must be a dollar amount.

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### Tagged Funds

List the purpose and the amounts of money already tagged or committed (if any):

Purpose	Amount
Operational expenses	\$450.00
	\$
	\$
	\$
	\$

### Total Tagged Funds

#### Total Tagged Amount

\$450.00

This number/amount is calculated.

### Other Funding

Please list details of all other funding secured or pending approval for this project (minimum 50%)

Funding Source	Amount	Decision
	Must be a dollar amount.	
Creative NZ	\$14,945.00	Pending
Philanthropic	\$5,940.00	Pending

### Previous Funding from FNDC

Have you previously received funding from FNDC? \*

☐ Yes ☒ No

### Declaration

\* indicates a required field

### Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal of personal details you wish to be withheld, please**

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**advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

## Applicant Declaration

*This declaration must be signed by two people from your organisation who are 18 years of age or older with the authority to sign on behalf of the organisation. Signatories cannot be an undischarged bankrupt, cannot be immediately related, cannot be partners, and cannot live at the same address. They must have a daytime contact phone number and be contactable during normal business hours.*

### **We, the undersigned, declare the following:**

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisations most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
  - Two signatories to all bank accounts (if applicable)
  - a regularly maintained and current cashbook or electronic equivalent
  - A person responsible for keeping the financial records of the organisation
  - A regularly maintained tax record (if applicable)
  - A regularly maintained PAYE record (if applicable)
  - The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
  - Tracking of different funding, e.g through a spreadsheet or journal entry
  - regular financial reporting to every full meeting of the governing body

### **We agree to the following conditions if we are funded by Local Community Grant Funding:**

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.



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6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

## Signatures

### Signatory One

**Name \***

Claire Gordon

**Position \***

Business Owner, Flash Gordon Photography

**Postal Address**

**Phone Number**

**Mobile Number**

**Email**

Must be an email address.

**Date**

12/11/2023

Must be a date.

### Signatory Two

**Name**

Jaime Pavlicevic

**Position**

Creative Director

**Postal Address**

**Phone Number**

**Mobile Number**

**Email**

Must be an email address.

**Date**

12/11/2023

Must be a date.