

The Canterbury Opera Foundation





Grants

The Canterbury Opera Foundation raises money principally through donations. The income from the capital fund is applied as grants to assist extraordinary local opera artists and organisations to succeed in all facets of opera in Canterbury.

Assistance may include funding for requests for travel, courses, tuition, equipment, projects or initiatives.

To qualify individual applicants must have strong ties to Canterbury, and demonstrate extraordinary ability or potential in opera.

The Foundation also supports organisations and artists to supplement their own fundraising activities and will consider underwriting costs of performances and events, but is not a "Key" major funder for individuals or for larger scale performances and events.



Guidelines for Grant Applications

1. Applications and supporting documentation are to be completed using the application form.
2. Applicants must be prepared to make themselves available for an interview as part of the application.
3. Applicants will be advised when Trustees will next consider applications. This is usually undertaken at the next quarterly meeting of Trustees.
4. Applicants will be notified in writing and successful applicants acknowledge the following conditions will apply.
5. All grants are made at the sole discretion of Trustees.
6. There is no requirement to make annual grants.
7. The grant value is at the sole discretion of the Trustees.
8. Applicants are required to sign a declaration.

Organisation Application

Full name of the organisation:

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Organisation's full postal address:

.....

.....

Main contact person:

.....

Email address:

.....

Type of Organisation
(circle as applicable)

Incorporated
Society

Community
Group

Charitable
Trust

Other

Registered with the
Charities Commission?

Yes

No

CC Registration number:

.....

GST registered?

Yes

No

IRD Number:

.....

Regional or national
affiliation?

Yes

No

Details:

.....

Please attach a copy of the organisation's resolution confirming authority to apply for funding.

Individual Application

Full name:

.....

Full postal address:

.....

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Email address:

.....

GST registered?

Yes

No

IRD Number:

.....

Bank account name:

.....

Bank account number:

.....

Signature

Office in Organisation (if applicable)

Declaration

- I/We declare that the information included in this application form and supporting documentation is complete, true and accurate.
- I/We have not withheld any additional information that may be relevant to this application and/or The Canterbury Opera Foundation's approval of it.
- I/We have an ongoing duty to promptly notify The Canterbury Opera Foundation of any subsequent additional information that may be relevant to this application and or The Canterbury Opera Foundation's approval of it.

Name:

Position:

.....

_____/_____/_____
Date:

Signed:

Application supporting information checklist

CV attached? Yes No

Two references

Reference 1:

.....

Reference 2:

.....

Sum of money requested

.....

What will the grant be used for?

Information attached?

Yes No

The timing of the proposed event/project

.....

Information attached?

Yes No

Details of the proposed event/project

.....

.....

Information attached?

Yes No

Cost breakdown/budget, including the total cost of the event/project:

1. Where practicable attach two quotes for each item;
2. Quotes must be less than three (3) months old, on "supplier" letterhead; and
3. Indicate where relevant if you have a preferred supplier arrangement.

Additional information:

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Grant Conditions

A successful Applicant agrees:

1. Any funds received will be used for the purpose as stated in the application;
2. Funds will be used within twelve (12) months of receiving them;
3. The applicant will refund the grant if the project does not proceed;
4. The Canterbury Opera Foundation will be acknowledged in the applicant's promotional material;
5. The applicant, where practicable will be willing to perform/speak at a Canterbury Opera Foundation event.
6. The applicant will provide a full report within three (3) months of the conclusion of the event/project detailing how the grant was spent.
7. The Canterbury Opera Foundation may publicise the grant recipient's name, and the purpose and details of the grant.
8. The information provided in the application form to The Canterbury Opera Foundation is true and accurate.
9. Applicants are required to sign the declaration.