

GUIDELINES

Signage, Interpretation and Public Art (SIPA) Fund

Version 1 | April 2019

Goals

- **Grow our pride of place**
- **Share positive stories**
- **Ensure consistent aesthetics and messages**
- **Communication of the West Coast identity**
- **Embrace innovative and progressive practices**
- **Create vibrancy**
- **Celebrate our achievements**
- **Engage with our community**
- **Improve our District's image**
- **Value our people**

Purpose/scope

Grey District Council approved \$5,200 of annual funding for communities of the Grey District to undertake projects to celebrate our region through signage, interpretation and public art.

The fund is available for projects in partnership with the Council and is designed to enhance and tell the stories of our places, communities and assets.

The hope is that communities will feel empowered to work alongside Council to improve, connect and strengthen their places and locations through Signage, Interpretation and Public art.

Application process

1.	Annual amount	Up to \$5,200
2.	Throughout the year	Contact Council to discuss your Signage, Interpretation and Public Art project
3.	31 May – 30 July	Complete application
4.	30 July – 31 Aug	Council staff assess application against the Goals and Criteria of the fund
5.	31 August	Decision on funding
6.	1 Sep – 31 Jun	Funding expenditure time frame

Identified locations

The following locations have been identified as areas the people of the Grey District wish to celebrate and acknowledge through signage, interpretation and public art.

- Ahaura
- Blackball
- Brunner Mine
- Barrytown
- Blaketown
- Cobden

- The Coast Road
- Grey River Waterfront
- Karoro
- Nelson Creek
- Point Elizabeth
- Rapahoe
- Taramakau/Cameros
- Greymouth CBD
- High Street
- Lake Brunner
- Paroa
- Punakaiki
- Runanga
- Woods Creek Track

Criteria for funding

- Funding of up to \$5,200 is available to non-profit organisations that are legal entities or projects that have an umbrella non-profit organisation willing to administer the funding on behalf of the project.
- Provide evidence of the availability of a 50% community matched contribution. This can be in the form of: Materials or supplies at retail value, cash donations or fundraising, volunteer labour in kind.
- Aligns with the Goals and Purpose of the Signage, Interpretation and Public Art Guidelines.
- The location and/or placement need to meet all Council legislative and compliance requirements, ie Building Act 2004, RMA 1991.
- Roadside signs may require approval from NZTA (The Transport Agency).
- Content needs to be accurate, appropriate and independently reviewed by relevant experts or organisations, i.e. Iwi, museum staff etc.
- Signage, Interpretation and Public Art needs to link to relevant themes in the Framework of: Forged by Nature, Forged by Human Innovation and Celebrating Life.
- Signage and Interpretation design and style requirements will be considered by Council staff in line with the Grey District Branding and Style Guide 2015.
- Signage, Interpretation and Public Art needs to reference, refer to or be in one of the identified locations.

What we do not fund

- Individuals
- Individual businesses, Government Agencies or Departments, Political Parties
- Maintenance
- Purchase or improvement of privately-owned facilities
- Funding for signage, interpretation or public art activities that involve any alcohol, tobacco, substances or gaming activities
- Projects already completed
- Projects already funded or part-funded by Council
- More than one project per community in a 12-month period

APPLICATION FORM SIGNAGE, INTERPRETATION & PUBLIC ART (SIPA) FUND

Organisation name			
Location of project			
Contact (main)			
Alternative contact			
Email			
Phone			
Cellphone			
Amount requested	\$	Date	

Additional Information Required	
Project name	
Overview and project description	

Budget	<i>Please attach a budget that clearly shows the expected income and expenditure of the project.</i>
Evidence of matched funding attached	<i>Council requires evidence that the match funding requirement is available to the organisation. This can be in the form of bank statement copies, Income and Expenditure Statements etc.</i>
Visual representation of the project	<i>This could be in the form of a sketch, photograph, design template etc.</i>
Benefits of the project	

I confirm:

- That this project is a new project or initiative and not an existing or ongoing programme or service.
- That the funds will not be used for maintenance or ongoing maintenance.
- Is not for the purchase or improvement of privately-owned facilities.
- Is not submitted by an individual person, an individual business, government agency/department or political party.
- That this project has not already been funded or part-funded by Council.

- I declare that any granted funds will be spent as requested and detailed in this application. I understand that any unforeseen variance in the spending of granted funds will be upon prior agreement with the Engagement and Policy Facilitator at the Grey District Council.

I understand:

- that should this project not go ahead, or should any funds remain unspent within the timeframes detailed in The Application Process contained in these guidelines, that the Council has the right to discontinue further funding of the project.
- That we are eligible for a maximum of one grant per financial year.

Signature: _____ Date: _____

Once completed, please return this form and the supporting attachments to the Grey District Council.

If you have any questions, please contact the Engagement and Communication Officer at Council on 03 769 8600 or email marina.tomasi@greydc.govt.nz