



Closing date: 27 August 2021

This round is for performances beginning no sooner than 17 September 2021 to allow for administrative purposes.

(Performances scheduled for an earlier date may be accepted at the discretion of the committee.)

Before completing this application, please read the copy of the Performing Arts Fund Guidelines. Use this form for ONE project only. Additional forms may be downloaded from [otago.ac.nz/performingartsfund](http://otago.ac.nz/performingartsfund) or contact Kylie Perrin by email [humanities@otago.ac.nz](mailto:humanities@otago.ac.nz)

**Grants are usually up to \$1,500 + GST and are not available for capital costs or any permanent equipment.**

Send your completed application form, including a project budget, and any additional material to support the application, to the above address.

Name of individual making this application and relation to the University of Otago	
Title of group or performance	
Contact address	
Email	Tel
Amount requested	
Description of the project or activity for which funding is sought	
Location of performance(s)	Date(s) of performance(s)
Number of participants	Number of performances

**BUDGET**

Use the boxes below to note all expenses so that the Committee gains an appreciation of the scale of the project. Please be as specific as possible and attach a separate sheet if more space is required.

(a) ESTIMATED EXPENSES

**Advertising Expenses:** Please give details of how you plan to advertise your event and the costs associated with this e.g. posters, flyers, newspaper advertisements etc.

Source of Expense	Amount
	\$
	\$
	\$
	\$
	\$
Total Advertising Expenses	\$

**General Expenses:** Please give details of ALL other expenses.

Source of Expense	Amount
	\$
	\$
	\$
	\$
	\$
Total General Expenses	\$

ESTIMATED TOTAL EXPENSES (Advertising PLUS General Expenses): \$

(b) ESTIMATED INCOME

**Estimated Total Income:** Include anticipated box office returns, including audience numbers and ticket price, and name any grants already applied for or received.

Source of Income	Amount
	\$
	\$
	\$
Estimated Total Income	\$

(c) ANTICIPATED DEFICIT: \$

(Deduct your estimated total income from your estimated total expenditure.)

**BENEFIT TO DIVISION**

How do you see this project benefiting groups within the Division of Humanities or contributing to the Division as a whole?

Signed

Date