

National Services Te Paerangi

Helping Hands Grants for small museums



What is the Helping Hands Grant?

The Helping Hands Grant is a grant from National Services Te Paerangi that aims to help small museums carry out their responsibilities.

Who can apply?

This grant is for museums and galleries that rely solely or in part on volunteers to operate and do not receive substantial operational local body funding.

What can the grant be used for?

This grant can be used to support projects, information, services, or materials that help the museum to carry out its responsibilities. These responsibilities may include:

- purchasing conservation materials
- professional fees for museological services
- addressing issues raised by undertaking the New Zealand Museums Standards Scheme (for example, improving collection care)
- producing marketing material

In consultation with one of our Development Officers the grant can support -

- accessing training or professional development opportunities offered by National Services Te Paerangi and other organisations
- contracting consultants

Please talk to your Development Officer for further information:

Ian Wards, Museum Development Officer – North Island,

ian.wards@tepapa.govt.nz

Judith Taylor, Museum Development Officer – South Island,

juditht@tepapa.govt.nz

Gavin Reedy, Iwi Development Officer, gavindr@tepapa.govt.nz

This grant does not support:

- the purchase of capital items (i.e. any item that lasts longer than 12 months and costs more than \$500 exclusive of GST).
- projects or items that have already been completed or purchased

How much funding is available?

Applications are welcome for any amount up to a maximum of \$1,000. An organisation can make only one Helping Hands Grant application per financial year.

If you are the recipient of a Museum and Iwi Development Grant, please note that you cannot apply for a Helping Hands Grant in the same financial year.

When are applications due?

There is no cut-off date for the Helping Hands Grant. Applications will be considered at any time on their merit, and a decision will be made within fifteen working days from receipt of the application.

Where can I get an application form?

Visit our website (www.nationalservices.tepapa.govt.nz) to download the very simple application form. National Services Te Paerangi can help with any aspect of your application. You can also call our free helpline – **0508 678 743** – at any time for assistance.

Please send this form, plus any additional material, to:

National Services Te Paerangi
Te Papa
PO Box 467
Wellington

How is payment made?

Payment is made upon NSTP receiving your invoice accompanied by any supporting receipts. **We require an invoice directly from your organisation as we are unable to make payment direct to a supplier.**

Send your invoice to National Services Te Paerangi, Te Papa, PO Box 467, Wellington.