

# *Read before you start*

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Before you start, make sure you have read the [Request for Proposals \(RFP\)](#).

To submit your Proposal for Toi Uru Kahikatea 2023-2025 funding, you need to:

1. [Create an application](#)
2. Provide all required information (refer to Section 3 of the RFP for full details)
3. Submit before 1pm on Friday 27 May 2022.

If you have any questions please email [investments@creativenz.govt.nz](mailto:investments@creativenz.govt.nz) and a response will be published in the [RFP Questions and Answers](#) section of the Portal User Guide.

**Section 2.7 of the RFP** contains links to all the relevant documents you should refer to while preparing your Proposal. We recommend that you familiarise yourself with these documents:

<a href="#">Request for Proposals</a>	<a href="#">Request for Proposals</a>
<a href="#">Creative New Zealand's Investment Strategy</a>	<a href="#">Investment Strategy Te Ara Whakamua 2018-2023</a>
<a href="#">Creative New Zealand's Māori Arts Strategy</a>	<a href="#">Te Hā o ngā Toi – Māori Arts Strategy 2019-2024</a>
<a href="#">Creative New Zealand's Pacific Arts Strategy</a>	<a href="#">Pacific Arts Strategy 2018-2023</a>
<a href="#">Creative New Zealand's Diversity in the Arts Policy 2015</a>	<a href="#">Diversity in the Arts Policy 2015</a>
<a href="#">Creative New Zealand's Remuneration Policy for Artists and Arts Practitioners 2022</a>	<a href="#">Remuneration Policy for artists and arts practitioners 2022 Ko te Mahere Utu mā Ngā Kaitoi, Kaiwaihanga Toi</a>
<a href="#">Funding Guidelines</a>	<a href="#">Funding Guidelines</a>

You must attach an Activity Budget Template:

<a href="#">Activity Budget Template</a>	<a href="#">Activity Budget Template</a>
<a href="#">Publishing Block Grant Template (for publishers only)</a>	<a href="#">Publishing Block Grant Template</a>