6-Month Report Prompts Template

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| **General:** |
| 1. How has the last six months been? What has gone well? What has been a struggle? What were some highlights?
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| **Quality:** |
| 1. Did the activities you completed in the last six months match the projections you’d entered in the portal?

*If there were differences, please tell us what changed and why.* |
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| 1. What does quality look like for your organisation? How did your organisation assess the quality of your work in the last six months?
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| 1. Did the activity meet your quality measures?

*You can upload examples of your evaluation to the Attachments tab.*  |
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| 1. Please self-assess the quality of your programme delivery by underlining the relevant word:
 |
| Developing | On track | Thriving |
| 1. If you’d like to provide a comment on this self-assessment, please do so.
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| **Alignment to CNZ's Strategies:** |
| 1. How did your organisation deliver to your contracted Investment Feature Outcome(s) in the last six months?

*These can be found in Schedule 1, Section 6.1 of your Kahikatea or Tōtara Funding Agreement.* |
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| 1. What did your organisation do to recognise and support the diverse cultures of New Zealand and/or promote diversity in your arts practice and/or engagement with diverse audiences?
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| 1. (For non-Māori led organisations) How did your organisation support the role of Māori in the arts as tangata whenua?
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| 1. What did your organisation do to:
2. Advance ngā toi Māori practice development, and/or
3. Increase public engagement with ngā toi Māori, and/or
4. Work with others to co-create an ecosystem that supports ngā toi Māori, and/or
5. Develop sector support for ngā toi Māori and mātauranga Māori?
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| 1. What did your organisation do to:
2. Support Pasifika artists and arts practitioners to develop their practice and deliver outstanding work, and/or
3. Help lead and grow Pacific arts in Aotearoa, and/or
4. Contribute to an innovative and networked Pacific arts environment, and/or
5. Make meaningful connections across Aotearoa, Oceania and globally to ensure Pacific arts are further enriched?
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| 1. How did your organisation contribute to arts sector capability and development during the reporting period?
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| 1. Please self-assess this section by underlining the relevant word:
 |
| Developing | On track | Thriving |
| 1. If you’d like to provide a comment on this self-assessment, please do so.
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| **Financial Health:** |
| 1. Looking at your statement of **financial performance**, were there any significant variances in income or expenditure from what you projected?

*If so, what caused them? What does this mean for your organisation’s* *future outlook?* |
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| 1. Looking at your statement of **financial position**, were there any significant variances?

*If so, what caused them? What does this mean for your organisation’s* *future outlook?* |
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| 1. How does your financial position relate to your organisation’s reserves policy?
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| 1. Please self-assess your financial health by underlining the relevant word:
 |
| Developing | On track | Thriving |
| 1. If you’d like to provide a comment on this self-assessment, please do so.
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| **Organisational Health:** |
| 1. Have there been any significant changes within your organisation during the reporting period (structure or personnel?).

*You can upload a current organisation chart to the Attachments tab.* |
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| 1. Has your organisation developed or updated any policies or strategies?

*You can also upload these to the Attachments tab.* |
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| 1. Please self-assess your organisational health by underlining the relevant word:
 |
| Developing | On track | Thriving |
| 1. If you’d like to provide a comment on this self-assessment, please do so.
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| **Looking forward:** |
| 1. How is the rest of the year looking for your organisation? What are you looking forward to? What are you worried about?
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| 1. Is there anything else you think we should know?
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| 1. Is there anything we can help you with?
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