

# New Work Grant

## Form Preview

### Eligibility

\* indicates a required field

Applicants: please note

Before completing this application form, you should have read the [New Work Grant guidelines](#).

If you have any questions in regards to these eligibility criteria, please contact [artistic@union.unimelb.edu.au](mailto:artistic@union.unimelb.edu.au)

The University of Melbourne Theatre Board offers New Work Grants to student theatre groups to encourage creative risk and the development of original work (in any performing arts discipline). Applications are accepted at any time throughout the year, however, the Theatre Board must receive an application at least four weeks prior to the project commencement date. **It is a requirement that the new work will result in a production/performance** occurring within one year of the grant being approved. It is possible for applicants to apply for both a Theatre Board Creative Development Grant and a New Work Grant for the same project (as long as each application meets the requisite requirements and criteria). **Maximum funding: \$2,000.** After submission, a face-to-face meeting must be made with Union House Theatre's Artistic Director to discuss the application. The Artistic Director will contact you once this application has been submitted to arrange a time. **Please Note:**

Applicants must be Student Theatre Groups [currently affiliated](#) with Union House Theatre or an individual currently enrolled in any University of Melbourne Course (undergraduate or graduate).

Applicants can also apply for Underwriting as well as a New Work Grant for the same project.

### Confirmation of Eligibility

**I confirm that:**

- I have read and understand the program guidelines.
- This work does not form part of a University assessment.

**Please select below: \***

☐ Yes ☐ No

You must confirm that all statements above are true and correct.

### Contact Details

\* indicates a required field

Privacy Notice

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We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*.

### Applicant Organisation Details

**Applicant name \***

Organisation Name

Please use your Student Theatre Group's name. If applying as an individual, insert your full name above and below.

**Primary contact person \***

First Name

Last Name

The person we will correspond with about this grant.

**Position held in student theatre group, if applicable.**

e.g. Producer, Director, Treasurer.

**Primary person's contact number \***

Must be an Australian phone number.

**Primary contact's email address \***

This is the address we will use to correspond with you about this grant.

**If applying as an individual, what is your University of Melbourne student number**

This is not required if you are applying on behalf of an affiliated student theatre group.

**If applying as an individual, in which University of Melbourne course are you enrolled?**

This is not required if you are applying on behalf of an affiliated student theatre group.

### Project Details

**New Work title:**

Provide a name for your project/program/initiative. Your title should be short but descriptive

**Author:**

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**Director:**

**Venue**

**Application Amount?**

Maximum funding is \$2,000.

**Anticipated start date**

If unknown, provide your best guess or leave blank

**Anticipated end date**

If unknown, provide your best guess or leave blank

**Creative Statement:**

Please explain the creative risk envisaged within this project; in what way(s) this work can be deemed to be an original Australian work; the performance outcome(s) of the project? Also clearly state the art form(s) that will be a part of this project (at least one art form must be from the performing arts).

**Project Description:**

Please provide a summary of the project including for example, the work to be undertaken, the approach the group plans to take to the work, a project timeline, season dates, number of performances.

## Professional Assistance

At least one of the personnel involved in the project must work in a professional capacity in the arts industry. Professional involvement in the project can take many different forms. This may be a paid or unpaid position. If you need support in finding a mentor, please visit this link: <https://umsu.unimelb.edu.au/studentlife/theatre/infogroups/mentorship/>

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**Who is the artist/s providing professional assistance on this project and what will be their role?**

**Please provide a brief description of the artist's work (your own account or short, relevant biography from the artist) and an explanation of how their practice relates to your project (the space provided below is sufficient):**

The Theatre Board is interested in knowing the range of professional artists and artistic practices engaged in university, or relevant, performing arts.

**Option to include a short, relevant biography from an artist:**

Attach a file:

**Option to include a short, relevant biography from an artist:**

Attach a file:

There may be a second professional artist involved in the project.

**Please provide confirmation of involvement:**

Attach a file:

Confirmation of involvement may be, for example, a letter, an email conversation or an invoice from the artist.

## Personnel

**How many people are involved in the project?**

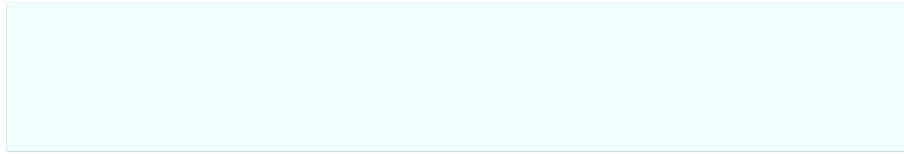
**How many University of Melbourne personnel are involved?**

**How many non-University of Melbourne personnel are involved?**

**Who are the principal members of the team and what is their previous experience?**

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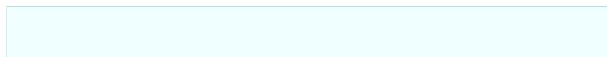


**You might like to include short Curriculum Vitae or evidence of performing arts creative work to date.**

Attach a file:



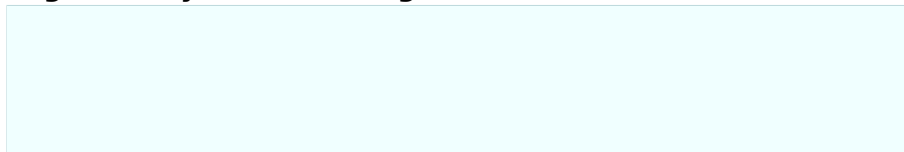
Attach a file:



Option to include an additional Curriculum Vitae or other relevant information on the principal members of the team.

## Accessibility

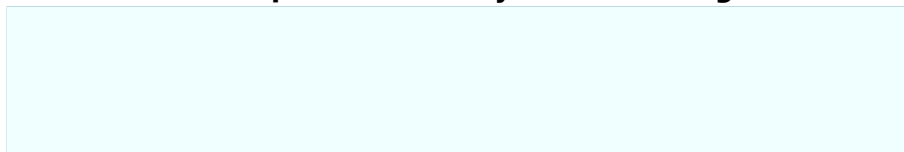
**How have you considered Accessibility? That is, how can your project be experience/accessed by people with disabilities and/or from culturally and linguistically diverse backgrounds and/or with a low socioeconomic status?**



Please refer to the grant guidelines for further clarification regarding Access.

## Environmental Impact and Sustainability

**What steps are you taking to ensure your work will leave a minimal environmental impact? How are you considering environmental sustainability?**



If you require further assistance or information on Sustainability in Art, please contact the UMSU Creative Arts Officers on [arts@union.unimelb.edu.au](mailto:arts@union.unimelb.edu.au)

## Budget and Financial Forms

### Download Forms & Templates

#### 1. [Budget Template](#)

**Affiliated student groups must complete the following forms:**

#### 2. [FO4a New Supplier Form \(Example of Completed FO4a Form\)](#)

#### 3. [Statement by Supplier Form including Example of Completed Form](#) (only required if you don't have an ABN)

**Please attach the completed Project Budget using the Budget Template**

Attach a file:

**If you are an affiliated student group, please attach the completed F04a New Local Supplier Request Form**

Attach a file:

**If you are an affiliated student group and do not have an ABN, please attach the completed Statement by a Supplier form**

Attach a file:

## Additional Information

**Is there anything else you would like the Theatre Board to know which is relevant to your project?**

Additional relevant information can be uploaded below:

**Upload files**

Attach a file:

or

**Provide web link:**

Must be a URL

## Certification and Feedback

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\* indicates a required field

### Certification

This section must be completed by an appropriately authorised person on behalf of the applicant (may be different to the contact person listed earlier in this application form).

**I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant or applicant group is approved for this grant, I/we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.**

**I agree \***

☐ Yes

☐ No

**Contact \***

First Name

Last Name

**Position \***

Position held within the student group, if applicable. (e.g. Director, Treasurer)

**Contact's number \***

Must be an Australian phone number.

**Contact's email \***

Must be an email address.

**Date \***

Must be a date

### Applicant Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**Please indicate how you found the online application process:**

☐ Very easy

☐ Easy

☐ Neutral

☐ Difficult

☐ Very difficult

**How many minutes in total did it take you to complete this application? \***

Estimate in minutes i.e. 1 hour = 60 minutes

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**

