

PROP UPS

Supporting Performance Initiatives in Regional NSW

2009 Funding Guidelines



REGIONAL
ARTS NSW

Program Objectives

PROP UPS is a Quick Response Grants Program supporting innovative performing arts programming in regional communities in NSW and encouraging new performance initiatives and audience development.

A limited amount of funding is available throughout the year via the Country Arts Support Program (CASP) to assist community presenters cover the costs of bringing a professional tour into the region or the costs of mounting and/or touring a local professional production. Some of these costs may include travel and accommodation expenses, artist's fees and other project costs associated with the project.

The objectives of this program are to support performance related community cultural development in regional and rural New South Wales through small grants that:

- assist locally determined community cultural activities
- increase opportunities for regionally-based groups to access a diverse range of arts programs
- enable communities to explore and express their cultural identities
- bring social and economic benefits to the community through training, employment and promotional opportunities
- lead to greater awareness and appreciation of cultural diversity

Assessment Criteria

Applications will be assessed that best demonstrate:

- development of arts and cultural activity within communities
- extension of knowledge, community participation in and / or audiences for cultural activities:
- evidence of adequate planning and capacity to manage the project:
- evidence of consultation with and support from the community
- contributions of either in-kind or in cash have been sought from a source other than the Country Arts Support Program.

High priority is given to projects which address key focus areas, determined by each regions overall needs eg: small or under-resourced communities, communities affected by geographic, socio-economic or cultural isolation, project involving youth, indigenous and or disability groups.

Closing Date

PROP UPS applications can be made at any time during the year for performance opportunities that arise at short notice. It is recommended that any planned production seeking funding should apply to Country Arts Support Program. **Please note:** **PROP UPS** funding is limited and once the allocation per region is expended there will be no funds available until the following year.

Prop Ups Application and Assessment Process

1. Applicants **MUST** contact their local Regional Arts Development Officer or the Funding and Research Officer at Regional Arts NSW (for areas not serviced by a RAB) to discuss their proposal.
2. Completed applications are sent to your local Regional Arts Board (RAB) or the Funding and Research Officer at Regional Arts NSW (for areas not serviced by a RAB). Applicants from areas serviced by an RAB must **submit one original copy** of their application. All application forms and guidelines are available from the Regional Arts NSW website www.regionalartsnsw.com.au.

3. Applications are assessed by the Regional Assessment Panel in your area or by the State Assessment Panel (for areas not serviced by a RAB).
4. Applicants are notified of their application's outcome first by phone and then in writing by the Regional Arts Development Officer or the Funding Research Officer (for areas not serviced by a RAB).
5. Successful applicants must submit the following to **RANSW** for payment:
 - Tax Invoice (if registered for GST) or Invoice (if not registered for GST)
 - Signed Conditions of Grant Form
 - Proof of current public Liability
6. Successful applicants must send an acquittal report to Regional Arts NSW within 3 months of the project's completion. Acquittal Forms are available from the Regional Arts NSW website www.regionalartsnsw.com.au.

**Failure to comply may jeopardise further funding through this program and / or other funding programs administered by Regional Arts NSW.*

Eligibility Criteria

WHO CAN APPLY?

- Incorporated not-for-profit organisations and local government authorities
- Groups/Ensembles, unincorporated associations with a nominated auspicing body*
- Tertiary institutions for **community based projects** only
- P & C committees and other incorporated bodies for community projects involving school students.

WHAT IS AN AUSPICING BODY?

An auspicing body is a legally constituted organisation that will take legal and financial responsibility for a grant if awarded. An auspicing body must sign the declaration on the application form, the conditions of grant form and is responsible for acquitting the grant within three months of the project's completion. All correspondence and monies will be directed to the auspicing body and it is recommended that grant applicants enter into a written agreement with their nominated auspicing body highlighting respective rights and responsibilities.

ACTIVITIES NOT FUNDED BY PROP UPS

- core administrative costs, office costs or the purchase of equipment
- capital expenses
- production costs of films, videos, books or other publications
- fundraising events
- projects that have commenced or been completed
- prizes and adjudication fees
- general operating expenses or ongoing costs of long term continuous projects

APPLICATIONS WILL NOT BE ACCEPTED FROM

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| <ul style="list-style-type: none"> ▪ individuals ▪ groups based in Sydney, the Blue Mountains, Newcastle and Wollongong or for projects based in those cities ▪ groups based in cities exceeding populations of 100,000 or for projects based in those cities ▪ interstate organisations ▪ professional performing companies ▪ commercial enterprises ▪ groups/ensemble, unincorporated associations with no auspicing body | <ul style="list-style-type: none"> ▪ previous recipients whose use of the grant did not, in the opinion of the CASP State Assessment Panel, conform to the spirit and intentions of these guidelines ▪ other Government Departments, including Schools ▪ Groups who have outstanding acquittals for any funding programs administered by RANSW ▪ groups that do not have current public liability insurance to cover their project. |
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FURTHER INFORMATION

For any more information please contact your Regional Arts Development (RADO) or the Funding Officers at Regional Arts NSW Tel 02 9270 2502 Fax 02 9247 7828 Email funding@regionalartsnsw.com.au.

WHERE TO DISCUSS/SEND YOUR APPLICATION

Check the list of Regional Arts Boards (RABs) and their local government areas below. If your group is based in a local government area which is covered by an RAB you should send your application there. If your group is in a region which does not contribute to a RAB, please forward your application to the Funding Officer, Regional Arts NSW Locked Bag 5 Millers Point NSW 2000.

If you have any queries, please contact your Regional Arts Development Officer (RADO) or the Funding Officer (Ben Sibson) or Funding Manager (Annette Eassie) at Regional Arts NSW Tel 02 9270 2502 or 02 9270 2501 Email funding@regionalartsnsw.com.au.

Regional Arts Board's Local Government Areas

ALBURY WODONGA REGION: MURRAY ARTS

PO Box 7142 Albury NSW 2640 Contact: Karen Gardner, RADO
Tel 02 6021 5034 Fax 02 6021 1053 Email: radp@murrayarts.org.au

Albury	Greater Hume
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CENTRAL WEST REGION: ARTS OUTWEST

PO Box 8272 CSU LPO Bathurst NSW 2795 Contact: Maryanne Jaques, Communications Officer
Tel 02 6338 4657 Fax 02 6338 4646 Email: artsoutwest@csu.edu.au

Bathurst Region Blayney Cabonne	Cowra Forbes Lachlan	Lithgow City Mid-Western Regional Oberon	Orange Parkes Wellington	Weddin
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EASTERN RIVERINA REGION: EASTERN RIVERINA ARTS PROGRAM

Suite 2 – 252 Baylis Street, Wagga Wagga 2650 Contact: Mark Reedman, RADO
Tel 02 6921 6890 Fax 02 6925 8154 Email info@erap.org.au

Coolamon Cootamundra	Harden Lockhart	Temora Tumbarumba	Urana Wagga Wagga	Young
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FAR WEST REGION: OUTBACK ARTS

PO Box 28 Coonamble NSW 2829 Contact: Sam Newstead, Acting RADO
Tel 02 6822 2484 Fax 02 6822 4159 Email: rado@outbackarts.com.au

Bourke Brewarrina	Cobar Coonamble	Warren Walgett
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NORTHERN RIVERS: ARTS NORTHERN RIVER

Unit 1 Old Tintenbar Chambers 5 Bruxner Hwy Alstonville NSW 2477 Contact: Julie Clark, Communications Manager & Arts Development Officer Tel 02 6628 8120 Fax 02 6628 8121 Email: info@artsnorthernrivers.com.au

Ballina Byron	Clarence Valley Kyogle	Lismore City Richmond Valley	Tweed
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MID NORTH COAST REGION: ARTS MID NORTH COAST

Education Campus Coffs Harbour NSW 2457 Contact: Richard Holloway, RADO
Tel 02 66589400 Fax 02 66589411 Email: arts@midcoast.com.au

Bellingen Coffs Harbour	Great Lakes Greater Taree	Port Macquarie-Hastings Kempsey	Nambucca
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NORTH WEST REGION (NEW ENGLAND): ARTS NORTH WEST

PO Box 801 Glen Innes NSW 2370 Contact: Jack Ritchie, RADO
Tel 02 6732 4988 Fax 02 6732 4995 Email: artsnw@northnet.com.au

Armidale-Dumaresq Glen Innes Severn Gunnedah	Gwydir Guyra Inverell	Liverpool Plains Moree Plains Narrabri	Tamworth Regional Tenterfield	Uralla Walcha
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Applicant Name: _____ Project Title: _____

ORANA REGION: ORANA ARTS

PO Box 271 Gilgandra NSW 2827 **Contact:** Merryn Spencer RADO
Tel: 02 6817 8704 Fax: 02 68178707 **Email:** [mspencer@oranaarts.com](mailto:m Spencer@oranaarts.com)

Dubbo	Gilgandra	Narromine	Warrumbungle
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SOUTH EAST REGION: SOUTH EAST ARTS REGION (SEAR)

PO Box 492 Bega 2550 **Contact:** Andrew Gray, RADO
Tel 02 6499 2286 Fax 02 6499 2200 **Email:** agray@sear.org.au

Bega Valley	Bombala	Cooma-Monaro	Eurobodalla	Snowy River
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SOUTH WEST REGION: SOUTH WEST ARTS

PO Box 95 Hay NSW 2711 **Contact:** Nina O'Brien, RADO
Tel 02 6993 2010 Fax 02 6993 3441 **Email:** rado@southwestarts.com.au

Balranald Berrigan	Carrathool Conargo	Deniliquin Hay	Jerilderie Murray	Murrumbidgee Wakool
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SOUTHERN TABLELANDS REGION: SOUTHERN TABLELANDS REGIONAL ARTS (STARTS)

P.O. Box 1323 Goulburn NSW 2580 **Contact:** Elizabeth Brown, RADO
Tel 02 4823 4407 Fax 02 4822 9839 **Email:** elizabethbrown@starts.com.au

Boorowa Goulburn Mulwaree	Palerang Queanbeyan City	Upper Lachlan Wingecarribee	Wollondilly Yass Valley
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UPPER HUNTER REGION: ARTS UPPER HUNTER

PO Box 48 Dungog NSW 2420 **Contact:** Bridget Nicholson RADO
Tel 02 4992 1033 **Email:** rado@artsupperhunter.com.au

Upper Hunter	Gloucester	Muswellbrook	Singleton	Dungog
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WEST OF THE DARLING REGION: WEST DARLING ARTS

P.O. Box 473 Broken Hill NSW 2880 **Contact:** James Giddey, RADO
Tel 08 8087 9035 Fax 08 8087 8425 **Email:** jgiddey@westdarlingarts.org.au

Broken Hill	Central Darling	Wentworth	Unincorporated area
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NON-CONTRIBUTING AREAS

The following local government areas are not currently contributing to a Regional Arts Board's program. If your group is from one of these areas, you should forward your applications to the Funding Officers, Regional Arts NSW Locked Bag 5, MILLERS POINT 2000. Enquiries can be directed to Ben Sibson or Annette Eassie Tel 02 9270 2501 or 02 9270 2502 Fax 02 9247 7829 **Email:** funding@regionalartsnsw.com.au

Shellharbour Shoalhaven Kiama	Griffith Leeton Corowa	Bland Gundagai Jonee	Maitland City Cessnock City Port Stephens	Bogan Tumut Narrandera
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The Country Arts Support Program of Regional Arts NSW is funded by the NSW Government through Arts NSW