



**PLAY PROPOSAL WORKSHEET:
ACCEPTED FROM TODAY THROUGH 11/7/22**

Form due back to SSITP no later than Nov. 7, 2022 for the 23/24 season. Proposals will be evaluated on a first come-first-reviewed basis by Production Board members and ONE will be recommended to the Board of Directors.

Potential slots open for the 23/24 season could be any of the following assuming the availability of the venue.

Show(s) to be selected are for Dec. 2023 and/or April 2024. Shows previously selected for the 2023 summer season are *The Merchant of Venice* (June 2023) and *West Side Story* (August 2023).

December 2023: fundraising show for the SSITP Fund, venue TBD, 2 or 3 performances over one weekend, Dec. 15-17, 2023

April 2024: venue TBD, small, period, classic, original or experimental show encouraged, 4-6 shows over 2 weekends with a minimal budget, Cantor Warehouse, 100 flexible seats, (free but restricted to donations), OR Community Folk Art Center Black Box Theatre OR CNY Jazz Central for 3 shows & 2 rehearsals/week @ about \$500/week plus other charges *Requires fundraising/sponsorship to cover royalties/expenses.*

The director's slot for **Merchant of Venice** is still open.
The director's slot for **West Side Story** is committed.

*It is always a good idea to discuss your proposal with the executive director or other **Production Board** member prior to submitting your proposal.*

Director's Name: _____

Show: _____

1. Please put together a *rough-estimate* budget for your show.

1. Venue _____
2. Royalties _____
3. Scripts _____
4. Sets _____
5. Lights _____
6. Sound _____
7. Props _____
8. Costumes/Makeup _____
9. Publicity _____
10. Programs _____
- TOTAL _____

2. Who will be part of your Production Staff?

1. Producer _____
2. Set Designer _____
3. Lighting Designer _____
4. Sound Designer _____
5. Costume Designer _____
6. Music Director _____
7. Choreographer _____
8. Stage Manager _____
9. Properties Manager _____
10. Lighting Operator _____
11. Sound Operator _____
12. Set Construction _____
13. Any Assistants *(e.g. asst director, asst. producer, etc.)* _____

Please note: Although this is a preliminary list and may change, the sooner you have staff members committed to your proposed show, the easier it will be for us to evaluate and for you to go forward.

3. Which time slot/venue noted above would you like to schedule your proposal?

_____ @ _____

4. Discuss all current production plans you have relating to all aspects of your production (including set, lighting, sound, costumes, props, etc.)

Set:

Lighting: _____

Sound: _____

Costumes/Makeup: _____

Props: _____

Video/Multimedia: _____

Describe any difficulties you can foresee in the above areas, (especially technical requirements that may be beyond our current capabilities) and how you plan to solve them. We need to be aware of any difficulties **before** the play is selected.

Possible area of difficulty: _____

Your plan to solve it: : _____

5. Describe the major characters in the play, giving genders, approximate ages, brief personality characteristics, and any other pertinent information that will affect casting.

6. Finally, discuss in detail your vision of the theme(s) presented by the script, and the kind of emotional response you hope this play will elicit from the audience. _____

7. Please tell us how you plan to promote/publicize your show among the cast members and the general public. What is your audience goal for the run of the show? What is your target audience and how are you going to reach them?

Use the back of each sheet or a separate sheet if needed.