



New Works Festival Proposal Guidelines Fall 2013 Season

The following is the proposal procedure we would like everyone to adhere to this semester. Please follow these instructions carefully and be sure to answer each question thoroughly. Also, please note that there are no restrictions on who may propose a show- undergraduates and graduates in all majors are welcome to make a submission.

Proposals will be due **Saturday, August 17** by midnight to Kimberly Yeoman (kimyeoman55@gmail.com). Each producer/director will be required to sign up for a ten-minute slot to talk about their proposal with the Showcase committee. The expected date for these interviews is **Saturday, August 24**. As that date gets closer, the sign-up sheet with the specific time slots will be posted on the Florida Players board in the Nadine McGuire Pavilion.

You will need to submit eight copies of your proposal and eight copies of your show's script. This is so the Showcase committee can read them thoroughly prior to the interviews. If you are proposing a musical, you will also need to submit eight copies of your show's cast recording.

Please note that all designers will be shared between the New Works shows. Meaning that there will only be one scenic/lighting/sound/props/costume designer for the entire New Works Festival.

Please submit your proposal in this format, and in each section accordingly:

- 1) Director and playwright contact information
- 2) Title (composer/lyricist if applicable)
- 3) Character Breakdown- specific roles, male-to-female ratios
- 4) Brief synopsis
- 5) Main themes or ideas you hope to express
- 6) Budget Breakdown, including but not limited to:
 - Cost of Rights
 - Set Design budget

- Costume budget (if applicable; many costumes can be pulled)
- Props budget (if applicable; many props can be pulled)
- Accompanist/Musicians (if applicable)

Note: It's best to keep costs down. If you have specific questions about budgetary allowances, feel free to ask the Production Manager.

7) Personnel

- By the time you submit your proposal, you must have both a director and a producer; all other positions (e.g. designers, stage management team) will be filled with the help of the Production Manager if your show is selected, and should only be included if designers have committed to the project.
- The producer must stay with the show through the end. This person is responsible for making sure all personnel complete their respective duties. The producer CANNOT also be the director and MUST BE A STUDENT currently in Gainesville. Additionally, the producer must be willing to either front the money for the show, or seek out sponsors. This is due to Student Government's reimbursement process.

8) Unusual technical requirements (if applicable)

9) What is your concept and how do you plan to execute it?

Notes: Directors and Producers are not permitted to act in their own show.
Open casting is ***mandatory.***

*If you have any questions, feel free to contact Kimberly Yeoman at
kimyeoman55@gmail.com*

Thank you! I look forward to receiving your proposals.

Kimberly Yeoman
Production Management
Florida Players