CDTPS ALUMNI PERFORMANCE PROJECT GUIDELINES
November 2021

The Centre for Drama, Theatre and Performance Studies is pleased to continue the CDTPS Alumni Performance Project. This project is an exciting and privileged platform to develop and present innovative theatre performance targeted at recent alumni who want to establish careers in the professional theatre world. Recent graduates (Drama Specialist, Major, MA or PhD) who graduated between June 2016 and this coming June 2021 are eligible.

What you need to do:

- Submit the application and proposal by Tuesday, May 25, 2021 (see below)
- Be a self-contained company with key artistic positions held by Drama Centre alumni. The Centre will allow access to our set, props, costumes, publicity, etc. as available
- Arrange for your own insurance coverage (we can provide details) if selected
- Arrange for your show’s performance rights (if applicable)
- Hold a talk back session for current students after one performance
- Attend progress meetings and have a post-mortem with members of the selection committee
- Arrange box office and front of house (in person event only)
- After the run, restore the theatre to its original condition (in person event only)

What You Get if you are selected to participate in the in person live performance:

- A show that runs Thursday to Saturday night with a Sunday matinee: (Nov. 11–14)
- Rehearsal space in September and October as available
- Technical equipment available (specifications to be detailed)
- House Technician for loading in, tech, performance and strike
- Creative support and technical advice (meetings TBD)
- The box office revenue ($10 ticket price for CDTPS Community)

What you get if you are selected to participate in the online incubator project:

- Access to our spaces
- Paid technical support
- Use of equipment (theatrical, audio-visual)
- Promotional support
- Student support in the form of paid CAP/TPA hours

Space, tech support, and equipment will be organized in conjunction with Ariel Martin-Smith (Manager, Theatre Operations) and Andrew Leeke (Technical Director). Tara Maher (Communications & Events Officer) will be your contact for promotion.

Interview: You will be asked to attend an interview (tentatively early June 2021).

Please note: As non-University of Toronto employees, the selected company will be working at their own risk. If you are injured as a result of an accident, you will not be covered by the Workplace Safety Insurance Act (formerly the Worker’s Compensation Act) or the Occupational Health and Safety Act. The University of Toronto does not provide any health or accident insurance coverage for you and cannot assume any responsibility for injury to you or for loss or damage to your personal property while on University premises. The selected company must make their own arrangements for liability insurance.

Please submit your application and documents by 4pm on May 25, 2021:

By Email: ariel.martin.smith@utoronto.ca

For further information, contact Ariel Martin-Smith at ariel.martin.smith@utoronto.ca | 416-975-7995.
ALUMNI PERFORMANCE PROJECT APPLICATION FORM

November 2021

SHOW/PROJECT TITLE: ______________________________________________________________

APPLYING FOR (Check off your preference(s)):

IN PERSON LIVE PERFORMANCE _______ ONLINE INCUBATOR PROJECT _______ BOTH _______

COMPANY/TEAM: ______________________________           PRODUCER: _____________________

(If applicable)

PLAYWRIGHT: _________________________________    DIRECTOR: _______________________

PRODUCER/PRIMARY CONTACT
All correspondence will be sent to this person. This person is responsible for attending meetings and being the representative for the company. Please let us know if this person changes.

NAME: __________________________________________

PHONE: ____________________           EMAIL: _______________________________________

SECONDARY CONTACT
This person will be contacted only if the primary contact is unreachable.       NAME: _______________________

PHONE: ____________________           EMAIL: _______________________________________

LIST ALL ALUMNI IN YOUR COMPANY/TEAM:
You must have graduated between June 2016 and June 2021.

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<thead>
<tr>
<th>Name</th>
<th>U of T Student Number</th>
<th>Year Graduated</th>
<th>Role in Show</th>
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Additional alumni or current students from Centre for Drama, Theatre and Performance Studies should have their information included on the back of this form. Not all positions need to be filled before the application deadline.

By 4pm on Tuesday, May 25, 2021, submit the following to Ariel Martin-Smith (ariel.martin.smith@utoronto.ca):

a) This completed and signed Application Form
b) A general proposal (2-3 pages) that includes:
   • A description of a play or project that you would like to showcase including the run time (suggested 45 to 90 minutes)
   • Why do you want to put on this show?
   • Preferred location: Playhouse Theatre, Luella Massey Studio, Robert Gill Theatre
   • Artistic intent (How will you stage this show? i.e., visual concept and approach)
   • Designers, technical team and cast (known to date)

c) A copy of the play (if applicable)
d) A preliminary production schedule
e) CV for key artistic personnel and any supporting press materials, website links, etc.

I hereby certify that the information in this application is true, and that I have read and acknowledge the guidelines set out with regards to this application.

_________________________________________  ___________________________  _________________
Producer                                      Signature                                    Date