'The Starving Artists' Program/Production Proposal Form

Hey Fellow Starving Artists!!!

For anyone interested in proposing a production, or an event that they would like to see The Starving Artists fund or put on, please fill out this form to help us build for our upcoming semester!

For any questions, or examples, please go to 'Files' in the left hand menu and look under "My Dorian" Production Folder for an example of how "My Dorian" was proposed and pushed forward.

-The TSA Executive Board

Contact Information

Contact Information [Required]
Valid input:
- must be 10-15 digits long and may include only numbers, hyphens, and spaces.
- name@myschool.edu

First name:
Middle initial:
Last name:
Email address:
Phone number:
Address:
City:
State:
ZIP:

What would you like to propose?

What kind of Program do you have in mind? [Required]
Valid input:
- Select only one choice.
- must select a value.

[ ] Event/Program/Speaker
[ ] Full-Scale Production
[ ] Staged Reading
[ ] Other

Event or Program Concept

Event/Program Proposal

This is a summary, description of the kind of events you can propose;

Event/Program: This is a single day event that is performed, done on campus, or used as a fundraiser to benefit the University or The Starving Artists as an organization. Ideas like this include; a film night, bake sale, t-shirt design sales, flash mob, etc.

Speaker Event: This is an event of inviting a speaker/performer to speak to some engaging issue, or arts related issue to the student body of Old Dominion University. From Societal Issues, to innovative theatre users/performers/activists we will work with you to bring these people to campus. Speakers Fee, Travel, and Hotel should be applied to the budget.

In Case of Speaker: Who would you like to bring to campus?
Valid input:
- must contain at least 10 characters.

In Case of Event/Program: Please supply a summary of your program proposal
Valid input:
- must contain at least 145 characters.

How do you plan to pay for this event/program?
Select all that Apply

[ ] The Starving Artists Budget
[ ] Co-Sponsorship Funds
[ ] Programs All Weekend (PAW)
[ ] Office Financial Support

Budget Proposal (Excel Spreadsheet/Word Document)
Example: "My Dorian" Budget File
I.E: Cost for Food - $200.00
Cost for Speaker - $2000.00 etc.

Who will benefit on campus for this program? [Required]
Valid input:
- must contain at most 100 characters.

Will there be a charge to attend this event? [Required]
Valid input:
- Select only one choice.
- must select a value.

[ ] Yes
[ ] No

When would you like this event to happen? [Required]
Note: Check Academic Calendar, Event Calendars, and ODU Theatre Calendar before confirming date

Full Scale Production Proposal

Main Stage Production Proposal

Productions that "The Starving Artists" are going to work to produce on the main stage are going to require substantially additional funding from co-sponsors. As you will see, files include an exact outline of how a production proposal should be submitted for a consideration. Some main things to think of:

-Rights for the Play: Research the play, see how much in rights we have to pay in order to put it on.

-Fee for the Space: University Theatre costs $16.00 an hour, note this in your budget

-Co-Sponsorship: There is one Co-Sponsorship with SGA per semester, and any number of co-sponsorships possible with organizations outside of SGA, for finding out how much any organization could contribute, speak with them and figure out how much they can contribute before you come to use. (Examples: ODU Women's Center, Office of Intercultural Relations, Student Organizations, Academic Departments)

-Calendar: Don't forget a rehearsal, tech, and show schedule you'll need to plan for enough time to allow every detail of the production enough time to be prepared.

What Production would you like to see produced? [Required]
i.e "In the Next Room or The Vibrator Play", "The Rocky Horror Picture Show", "A Chorus Line"

The Starving Artists dictate that 50% of all show proceeds benefit an outside organization [Required]
Which organization/non-profit should the proceeds benefit?
Valid input:
- Select only one choice.
- must select a value.

[ ] The Women's Center (ODU)
[ ] Office of Intercultural Relations (ODU)
[ ] Local Theatre (Generic, VSC, etc.)
[ ] ODU Theatre Dept.
[ ] Access AIDS Care
[ ] Equality Virginia
[ ] YWCA
[ ] Other

Is this an original production? [Required]
Is this production published

[ ] Yes
[ ] No

Calendar Upload
Provide the listed Rehearsal, Tech, and Production Schedule in a Word or Excel document.

Non-Profit Logistics

Based on your previous answer.... [Required]
How would this show be connected to, and benefit the organization you selected (if other, what is the organization and please provide the explanation.)
Valid input:
- must contain at least 200 characters.

When would you like this production to take place? [Required]
Note: Please consult the ODU Theatre Calendar and ODU Academic Calendar before answering. This should be your FIRST Show date.

How long would you like the show to run? [Required]

[ ] 3 Shows
[ ] 4 Shows

Have you made contact with your selected non-profit? [Required]

[ ] Yes
[ ] No
[ ] Would like TSA to make contact

Budget Logistics

Budget Outline for Production [Required]
Excel Spreadsheet of Budget Required

How do you plan to fund this production?
Note: Anything you include should be confirmed, or have at least been discussed before brought to us

[ ] Non-Profit Support
[ ] On-Campus Co-Sponsorship
[ ] SGA Co-Sponsorship
[ ] SGA Contingency
[ ] Off-Campus Support
[ ] TSA Funds

Play Rights Logistics (Original)

Disclosure Agreement:

Uploading an original copy of your script will give permission to print, distribute, and manage your script until the staged reading date. Following the completion of the event, or review of the play and event for the TSA calendar and cancellation of the event; TSA will delete the request, and all traces of connection to the script by respect of the submitting artist.

Original Play Upload [Required]

Play Rights Logistics (Published)

Have you confirmed the rights for the play? [Required]
Valid input:
- Select only one choice.
- must select a value.

[ ] Yes
[ ] No
[ ] There are no rights

Provide the Link to purchase the Play rights
Valid input:
- http://www.myschool.edu

If there is no link, how would we go about purchasing the rights?

Staged Reading Proposal

What is the name of the play you are proposing? [Required]

Is this an original piece? [Required]
Valid input:
- Select only one choice.
- must select a value.

[ ] Yes
[ ] No

Would you need "The Starving Artists" to provide copies of the script for the reading? [Required]
Printed Copies, Purchased Copies, etc.
Valid input:
- Select only one choice.
- must select a value.

[ ] Yes
[ ] No
[ ] I'm Supplying them

When would you like the reading to happen? [Required]
Consult the ODU Theatre, Academic, and Community Calendar before picking a date and time

Would you like catering for the event to be supplied?
Food is NOT guaranteed, and will need to be submitted in request 2 weeks prior to the show date. food cost is limited to $200.00

[ ] Yes
[ ] No
[ ] I'm providing funding for food

Catering Information
If applicable, creat a catertrax order form to itemize the food you'd like
https://oducatering.catertrax.com/index.asp

Original Script Submission

Disclosure Agreement:

Uploading an original copy of your script will give permission to print, distribute, and manage your script until the staged reading date. Following the completion of the event, or review of the play and event for the TSA calendar and cancellation of the event; TSA will delete the request, and all traces of connection to the script by respect of the submitting artist.

Original Script Upload [Required]
If this is an original script, please upload a copy