



## **NEW WORKS FUND**

Funded by The San Francisco Foundation  
And the Fleishhacker Foundation

### **GUIDELINES**

#### **PROGRAM OUTLINE**

Theatre Bay Area's New Works Fund seeks to provide local playwrights with new ways to establish relationships with local theatres and to encourage Bay Area theatre companies to foster and produce the work of local playwrights. The New Works Fund annually awards two grants of \$10,000 each to a creative team composed of a Bay Area playwright and theatre company with \$5,000 going to the playwrights and \$5,000 to the theatre company. In addition, this year we will also be awarding a grant of \$8,000 with \$4,000 going to the playwright and \$4,000 to the theatre company. In fulfillment of the grant, the writer and company will develop and fully produce the awarded new work.

#### **ELIGIBILITY REQUIREMENTS**

1. Proposals are to be prepared jointly by a company and a playwright. Applicants (both companies and playwrights) may submit no more than one proposal per granting round.
2. Eligible **Theatre Companies** must:
  - a) Be based within the ten counties of the greater San Francisco Bay Area: **(Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Santa Cruz, Solano and Sonoma)**
  - b) Have an annual operating budget between \$50,000 and \$750,000
  - c) Be able to document at least two (2) productions that were presented publicly in each of the last two years
  - d) Have a current Theatre Bay Area Company Membership
3. Organizations that are primarily presenters, performance venues or arts education programs are not eligible to apply.
4. Eligible **Playwrights** must:
  - a) Be at least 18 years old and a full-time resident of one of the ten counties of the greater San Francisco Bay Area (as listed above).
  - b) Be able to document at least one production which was presented publicly outside an academic context.

## **PROJECTS**

1. Proposed projects may be any type of following theatrical work:
  - a) Plays
  - b) Musicals
  - c) Operas
  - d) Multimedia performance pieces
  - e) Dance/theatre or other types of multi-disciplinary productions that involve an original and unproduced scripted text
2. Non-scripted or improvisation-based performances are not eligible
3. The project submitted for the New Works Fund may be a new commission or may be an unproduced, existing script. The project material may have been previously workshopped or have received publicly attended staged readings. Projects must not have received a previous production, either Equity or non-Equity.
4. Projects must culminate in a full production including:
  - a) A minimum run of eight (8) performances over four (4) weeks
  - b) Off-book performances
  - c) An adequate rehearsal time to present a finished product
  - d) Design elements that are appropriate for the work
  - e) Production values that are appropriate given the company budget
  - f) Publicity, marketing and audience outreach materials
  - g) Paid artistic staff (more than a token fee)
  - h) Critics invited to review the production

## **GRANT TIMELINE**

1. The deadline for *receipt* of all applications is 5:00p.m., October 20, 2008.
2. The awardees will be announced within six (6) weeks of the application deadline
3. The grant period will end on December 31, 2010, and the full production of the new work must be completed by this date

## **SELECTION PROCESS AND CRITERIA**

Applications will be reviewed by a selection panel composed of five (5) members of the Bay Area Theatre community from various disciplines. Theatre Bay Area will convene and facilitate the final review of applications and make public their final selections.

Proposals will be judged by the following criteria:

1. The scope and originality of the proposed commission
2. Artistic merit of the playwright as represented by previous artistic history and submitted materials
3. The goals, experience and track record of the theatre company
4. The potential impact of the proposed project on the long-term goals and future direction of the playwright and the theatre company
5. The practical feasibility of the project, including the theatre company's ability to finance, cast, rehearse and produce the new work and the proposed playwright's ability to complete the project within the stated time frame

## **PROJECT EVALUATION**

Companies awarded the grant must provide a self-evaluation final report of the funded project to Theatre Bay Area including information on the following:

1. Detail how the grant money was spent
2. The number of artists involved in the project
3. The number of people who attended the performances
4. Reviews or articles about the production (if any)
5. The overall artistic success of the project

Awardees must complete this final report within 30 days of the end of the project.

## **APPLICATION PROCESS**

1. Playwrights and theatre companies must file an application jointly by the deadline
2. Limit one proposal per company and playwright
3. All proposals must be accompanied by application cover sheet
4. Applications must be submitted by mail or in person
5. No electronic submissions will be accepted
6. Applications are available from Theatre Bay Area:
  - a) On our Web site [www.theatrebayarea.org](http://www.theatrebayarea.org)
  - b) At 870 Market Street #375 San Francisco, CA 94102
  - c) By e-mail from [members@theatrebayarea.org](mailto:members@theatrebayarea.org)
7. We require six (6) complete copies of the application and attached documents
8. All applications must be typed on single-sided 8.5" x 11" paper
9. Applications and required materials will not be returned
10. Additional submission materials are accepted (audio/video) but not required
11. If you would like your additional submission materials returned (CD's, Videos, DVD's etc.) please include a stamped (without postage meter date), self-addressed mail pouch of the correct size with your application

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**Contact Theatre Bay Area at (415) 430-1140 if you have any questions regarding this application.**