**DUBLIN FRINGE FESTIVAL 2021**

**APPLICATION FORM**

Welcome! There are 4 main steps to complete your application:

STEP 1: Read the information. Please make sure you have familiarised yourself with our 2021 Application Guide which is available to read [here](https://www.fringefest.com/sites/default/files/2021-02/2021-dublin-fringe-festival-application-guide-final.pdf).

STEP 2: Once you have completed your draft, please populate the online form [here](https://docs.google.com/forms/d/e/1FAIpQLSckZnYKqonVtWpHc9F2b8cOL59srLdV005eZy2LOZURBvn9eA/viewform?usp=sf_link) and submit your application.

STEP 3: Share the Dropbox link to your supporting documents with

programming@fringefest.com. Applications without supporting documents are considered to be incomplete.

DEADLINE: Completed forms and all supporting documents must be submitted by 5pm GMT on Thursday, 11 March.

**PLEASE NOTE:** We are asking for proposals that can be realised and performed within the current Level 2 restrictions as set out within the government’s Resilience and Recovery 2020 -2021: Plan for Living with COVID-19. Please familiarise yourself with those restrictions by referring to p. 2 in the application guide.

If your idea is something that cannot possibly be communicated clearly through our application system we would still love to hear from you. Please see p. 11 of the guide for contact details.

Thank you for taking the time to complete this application - we appreciate it and we can't wait to hear from you!

\* Required

HAVE YOU READ OUR 2021 APPLICATION GUIDE? \*

You can download it [here:](https://www.fringefest.com/sites/default/files/2021-02/2021-dublin-fringe-festival-application-guide-final.pdf) (Please don't make an application without reading it!)

**SECTION ONE: INFORMATION ABOUT YOU**

**NAME OF ARTIST / COMPANY / ACT / COLLECTIVE \***

Exact spelling please and be clear if it's intended to be all caps or if there is unusual punctuation etc.

**PRESENTED BY (IF DIFFERENT FROM ABOVE)**

Exact spelling please and be clear if it's intended to be all caps or if there is unusual punctuation etc.

**TITLE OF EVENT/ SHOW \***

Exact spelling please and be clear if it's intended to be all caps or if there is unusual punctuation etc.

**WEBSITE AND SOCIAL LINKS**

Please point to any websites and social profiles for you, your work and/or company online.

**CITY/ COUNTY AND COUNTRY/ COUNTRIES \***

Example: Dublin, Ireland. We ask this to know what country and city/ county (or countries and cities/ counties) you would like us to list where your work is from if you are programmed.

**FUNDING STATUS \***

We ask this to understand the level of resources your event will have.

*Select one option from the below.*

Unfunded

Arts Council Project Funded

Arts Council Annually Funded

Local Authority Funded

Other:

**DO YOU HAVE ANY OTHER ORGANISATIONS HELPING YOU MAKE THE WORK?**

If so, who?

 **IS THIS YOUR FIRST APPLICATION TO DUBLIN FRINGE FESTIVAL?**
\* *Select one option from the below.*

YES

NO

**IF NO - PLEASE GIVE THE YEAR AND TITLE OF PREVIOUS APPLICATIONS.**

**SECTION TWO: CONTACT DETAILS**

Please make sure this information is all correct! Double check the spelling of EVERYTHING, particularly email addresses & contact numbers. This is what we will refer to right up to the festival.

**NAME OF MAIN CONTACT \***

This is the person who will be the main point of contact for this project with Dublin Fringe Festival - this is the number we will call and the person who will receive all of the emails. It is the responsibility of this person to communicate all information that we send out to the whole team.

**MAIN CONTACT’S ROLE \***

**MAIN CONTACT'S PHONE NUMBER \***

It is essential that you let us know if this number changes

**MAIN CONTACT'S EMAIL ADDRESS \***

It is essential that you let us know if this email changes

**MAIN CONTACT'S POSTAL ADDRESS \***

This is the postal address that will be on your contract if you are programmed. Please make sure to let us know if there is any change to this.

**PLEASE NOTE:** If you are successfully programmed, you will need to appoint members of your team to act as both a technical contact and a safety officer for the presentation of your work.

It is important that these people are fully briefed and contactable by the Fringe Production Staff from June until September.

**SECTION THREE: DESCRIPTION OF WHAT YOU PROPOSE**

This is the most important section in the application. We advise you to be clear and concise, but make sure to give us enough information so that we have a clear sense of what you are proposing.

**DESCRIBE YOUR IDEA. TELL US ABOUT THE SHOW YOU WANT TO MAKE. (500 words max) \***

We're especially interested in (a) the subject matter (b) the form you want to work in, and (c) what happens on stage/ how the event unfolds.

**WHY NOW? (200 words max) \***

What inspired you? Are you making the work in response to something in particular?

**WHERE ARE YOU NOW IN THE PROCESS OF MAKING THE WORK AND WHAT ARE YOUR NEXT STEPS? (300 words max) \***

**TYPE OF EVENT \***

*Mark all that apply*

Cabaret

Circus

Club Performance

Comedy

Culinary Arts

Dance

Film

Gig

Installation

Lecture Performance

Live Art

Music

Party

Theatre

Visual Art

Other:

**IS THIS A NEW SHOW OR EVENT? \***

Yes

No

**IF NO, WHERE ELSE HAS IT BEEN ON?**

**WHY SPECIFICALLY DO YOU WANT TO PRESENT THIS WORK AS PART OF DUBLIN FRINGE FESTIVAL? (200 words max.) \***

Please be concise and refer to our curatorial vision in our [2021 Application Guide.](https://www.fringefest.com/sites/default/files/2021-02/2021-dublin-fringe-festival-application-guide-final.pdf)

**WHO ARE THE PRINCIPLE ARTISTS/ CREATORS? \***

Please give a short biography and identify the role of each.

**WHO ELSE IS ON YOUR TEAM AND WHAT IS THEIR ROLE?**

Please list below and include their biogs with your supporting docs. If there is no one else involved, leave this section blank. We don’t just mean performers - if you have Lighting Designers, Production Managers, Movement Directors or other key roles confirmed, it's helpful if you list them here.

**WOULD YOU LIKE TO BE CONSIDERED FOR SPECIFIC MENTORING OPPORTUNITIES THROUGHOUT THE PROCESS? \***

Each year we offer various workshops, masterclasses and mentorships across directing, producing and dramaturgy.

*Select one option from the below.*

Yes

No

Other:

**SECTION FOUR: PROGRAMMING INFORMATION**

If your proposal is selected, this section helps us start to make informed decisions about programming your work into the festival.

**ARE YOU APPLYING FOR A DUBLIN FRINGE FESTIVAL VENUE SLOT OR WITH YOUR OWN VENUE? \***

To be part of our 2021 festival you must either apply for a Dublin Fringe Festival venue slot OR with your own venue [(see application guide for more details):](https://www.fringefest.com/sites/default/files/2021-02/2021-dublin-fringe-festival-application-guide-final.pdf)

*Select one option from the below.*

Dublin Fringe Festival Venue

Own Venue

**IF YOU ARE APPLYING FOR A DUBLIN FRINGE FESTIVAL VENUE, PLEASE CLICK TO CONSULT OUR VENUE SPECIFICATIONS AND SELECT YOUR PREFERENCES BELOW: \***

Please note that there are multiple performance slots available in each of these venues and that some descriptions may refer to multiple physical venues. See application guide for more info. Check all that apply [here:](https://www.fringefest.com/sites/default/files/2021-02/2021-dublin-fringe-festival-application-guide-final.pdf)

*Check all that apply.*

OUTDOOR VENUE WITH RAINCOVER

OUTDOOR VENUE WITHOUT RAINCOVER

CHURCH VENUE

LARGE BLACK BOX

MEDIUM BLACK BOX

ATOMOSPHERIC VENUE (Small)

SMALL END-ON VENUE

LARGE END-ON VENUE

LARGE VENUE

**WHY THIS FRINGE VENUE OR TYPE OF VENUE?**

Please give us a comprehensive and clear indication of the practical reasons (size, situation, facilities etc.) as well as creative / thematic reasons why you have chosen this venue/ these venues for your proposal. This gives us an idea of how to best match your work to one of the venues in your preferences.

**INTERESTED IN A FRINGE VENUE BUT NONE OF THESE VENUES WORK FOR YOU? TELL US WHY?**

Is it a once-off gig, a late night show etc? Please note that productions in off-site venues can avail of a lot more time and space to make their work than those in a shared Fringe venue.

**PLEASE LET US KNOW IF YOU CAN'T SHARE A VENUE WITH ANOTHER SHOW AND WHY? \***

Dublin Fringe venues can often be shared, with more than one show in the space per day. Please let us know if this isn't possible for your work and fill us in on why - we may have the solution!

**IF YOU ARE APPLYING WITH YOUR OWN VENUE, PLEASE GIVE DETAILS OF THIS VENUE BELOW.**

If you have an agreement in place with a specific venue, tell us about it. If not, how will you proceed in making arrangements? If you are looking at various possibilities or types of spaces, please list them - we might be able to help. Please contact us directly if you would like a list of some alternative or offsite venues which have been used in the past or are on our radar.

**PLEASE NOTE:** This includes remote art experiences where the location/ site is managed and hosted by you (e.g. online platforms, in the post, on the radio, etc.)

**WHY THIS OWN VENUE/ TYPE OF OWN VENUE?**

Tell us why this space is essential to your show.

**IF YOU ARE PROPOSING A REMOTE ART EXPERIENCE PLEASE LET US KNOW HOW YOU WILL UTILIZE YOUR CHOSEN MEDIUM EFFECTIVELY (300 words max)** What platforms/ tools will you use? How will the work be presented to an audience?

**DO YOU NEED TO DISCUSS AN ALTERNATIVE FINANCIAL DEAL? \***

An alternative financial deal can be negotiated with projects that are impossible to make within the Fringe Venue or Own Venue model. Please read the [Application Guide](https://www.fringefest.com/sites/default/files/2021-02/2021-dublin-fringe-festival-application-guide-final.pdf) for more details:. If you are selecting yes, please indicate the support needed in the budget that you submit with your application. If you wish to discuss this option before applying, please contact our Artistic Projects Manager Bee on bee@fringefest.com.

*Select one option from the below*

Yes

No

**YOUR IDEAL NUMBER OF PERFORMANCES/ RUN LENGTH \***

e.g. one night only, four nights with two previews, performance time (matinee/evening slot), etc.

**HOW LONG IS YOUR SHOW? (YOUR DURATION) \***

**DO YOU OR YOUR TEAM HAVE ANY AVAILABILITY ISSUES DURING THE** **FESTIVAL OR LEAD UP FESTIVAL DATES: 11 - 26 SEPTEMBER 2021 \***

This is really important information for us, as making changes to our programme schedule after we've put it together is extremely tricky.

**FRINGE IS FOR EVERYONE AND WE WANT TO ACCOMMODATE EVERYONE’S NEEDS.**

Please tell us if anyone on your team has any access requirements or is facing any barriers to access. Please contact our Artistic Projects Manager Bee on bee@fringefest.com if you would like to discuss this prior to making an application.

**ANYTHING ELSE WE SHOULD KNOW?**

e.g Is there an unusual audience capacity for this work? Do you need to do it at a specific time of day? Do you expect the event to happen more than once a day? Do you expect it to be a free event?

**SECTION FIVE: PRODUCTION INFORMATION**

**WHAT ARE YOUR PRODUCTION REQUIREMENTS? \***

Please include specific technical equipment, stage dimensions, seating configuration, tech time required in the venue, scale of production, warm up space required, dressing room requirements, details of design (set/ sound, lighting, video etc.) schedule and any other pertinent details. PLEASE NOTE: This is your chance to request your fair share of the Fringe production equipment and resources. The more you tell us, the better we can match you to your dream venue and slot.

**TELL US ABOUT YOUR IDEAL PRODUCTION SCHEDULE \***
How long do you require for get in, will you need significant prior access to the

venue, warm up space, etc.

**PLEASE GIVE AN OUTLINE OF YOUR PLANS FOR SAFE REHEARSALS AND PRESENTATION (300 words max.) \***

Tell us how you plan to create and deliver your idea safely in line with the current Level 2 restrictions as set out within the Government's Resilience and Recovery 2020 - 2021: [Plan for Living with COVID-19](https://www.dropbox.com/s/nr6nqoy2xlxp0go/Government%20Plan%20for%20Living%20with%20COVID-19.pdf?dl=0)

**TELL US ABOUT YOUR BACK STAGE REQUIREMENTS \***

Let us know your need with regards to: dressing rooms, will you need them? How many? Are the cast members using them in a pod or bubble so they can share?

**HOW MANY OF YOUR TEAM NEED TO BE PHYSICALLY PRESENT AT THE EVENT/ PERFORMANCE? \***

We ask this because of social distancing, to get an understanding of which venue and slot would be suitable for you.

**SECTION SIX: MARKETING INFORMATION**

All productions require dedicated marketing support by applicants and where scale of venue requires, a dedicated marketing team member.

**WHAT WILL MAKE THE FESTIVAL AUDIENCE PICK YOUR SHOW TO ATTEND? \***

Who are you making this show for and why should these people come to see it? Please be as specific as possible.

**DESCRIBE YOUR EVENT FOR BROCHURE LISTING \***

Max. 60-80 words. You will be able to edit this if your event is programmed. Describe the experience of your work, as you would talking to a friend after the show. Think about how you want this to represent your work to a potential audience and who you want it to appeal to.

**DESCRIBE THE EVENT IN A TWEET \***

Max. 280 characters. You will be able to edit this if your event is programmed.

**HOW WILL YOU PROMOTE YOUR EVENT? \***
e.g. flyers, posters, social media, You Tube videos etc. Specify channels most appropriate for your work

**DO YOU HAVE EXPERIENCE PROMOTING SHOWS? \***

(It's okay if the answer is no, we just need to know where you are starting from.)

*Select one option from the below.*

Yes, I'm confident

Some, but I could use some advice

No, this would be the first

**SECTION SEVEN: SUPPORTING DOCUMENTS**

You must supplement the above application form with supporting documents. Applications with no supporting documents are considered to be incomplete.

BY DROPBOX: Please send a Dropbox link to your supporting documents to programming@fringefest.com. Please name your files as follows: Show title, company name, submission date (DDMMYY) e.g. HAMLET RSC 030321.

For large video files, please consider sending us a link to Vimeo rather than uploading large files. It will save you time!

The supporting documents deadline is 5PM GMT Thursday, 11 March . You will receive an email confirming receipt of supporting documents by Friday 2 April.

**IF YOUR EVENT IS BRAND NEW WORK: IT IS ESSENTIAL THAT YOU SEND US THE FOLLOWING:**

Please tick all that apply. It helps us to check we've received all your materials.

*Check all that apply.*

* + Biogs of all artists
	+ A draft budget showing both income and expenditure. (We need to know the scale of the event you're propose.)
	+ Script or link to video of rehearsal or storyboard or a one-page description of what happens in the show/ at the event. (It’s okay for these to be in draft stage.)

**IF YOUR EVENT IS BRAND NEW WORK: IT IS DESIRABLE THAT YOU SEND US THE FOLLOWING:**

Please send a maximum of five files. Please tick all that apply. It helps us to check we've received all your materials.

*Check all that apply.*

* + Outline of design ideas
	+ Video link to a staged reading or rehearsal - this can be taking place in an online format. (We appreciate it when you include time signatures from which to watch.)
	+ Links to online videos of previous work and/ or work in progress. (We appreciate it when you include time signatures from which to watch.)
	+ Images of previous work or work in progress.

**IF YOUR EVENT IS TOURING WORK, IT IS ESSENTIAL THAT YOU SEND US THE FOLLOWING:**

Please send a maximum of five files.

*Check all that apply.*

* + Links to online video. (We appreciate it when you include time signatures from which to watch.)
	+ Production images / Publicity images and / Examples of previous publicity material
	+ Technical rider / Lighting plan & technical specifications / Outline of tech crew you need
	+ Scale drawings of set / Outline of your plan for set / Equipment transportation & any access issues
	+ Risk Assessment and Company Safety Statement
	+ Any other relevant information
	+ N/A

**THAT'S IT!**

Thanks for taking the time to complete this application. We look forward to reading it! We plan to communicate all programming decisions by early May 2021.