

DUBLIN FRINGE FESTIVAL

**Application Guide
2024**

**EVERYTHING
YOU NEED
TO KNOW**

fringefest.com

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About Dublin Fringe Festival

Dublin Fringe Festival is a curated, multidisciplinary arts festival and a year-round artist support organisation. We seek out and present contemporary, playful and provocative new work made by Irish and international artists of vision in an annual celebration all over the city.

Dublin Fringe Festival creates a framework for artistic risk, offering opportunities for artists to challenge and invigorate their practice, and extend the possibilities of what art can be. It's a platform for new and emerging artists in Ireland to showcase their work and offers artists at every stage of their career a space to push boundaries and to innovate.

The festival stimulates curiosity and creates memorable encounters that enthrall and embolden audiences, welcoming fans and first-timers alike every September.

Get to know the faces
behind the emails

Our Team



David Francis Moore
FESTIVAL DIRECTOR



Jenny Traynor
INTERIM GENERAL MANAGER



Bee Sparks
ARTISTIC PROJECTS MANAGER



Marcus Costello
PRODUCTION MANAGER



Niamh Murtagh
ARTISTIC & FRINGE LAB
ASSISTANT



Clare O'Sullivan
MARKETING MANAGER



Allie Whelan
COMMUNICATIONS &
DESIGN ASSISTANT



Conleth Teevan
PR & PUBLICITY

How to Contact Us



If you have questions regarding the application and how to make one be sure to sign up to our pre-application workshop [here](#).

Phone: 01 670 6106

fringefest.com

programming@fringefest.com

Sycamore Building, Sycamore Street, Temple Bar, Dublin 2

Curatorial Call Out:

BLAZE A TRAIL

For 30 years Dublin Fringe Festival has been a clarion call to the moment, a step forward, a hand reaching back. Thirty carefully crafted festivals placed gently on top of each other in a staking of time, forming a capsule of individual and collective creation. Artists, this year we celebrate your ability to remake the world in your vision, to coalesce shared futures and forge new paths. This year we're asking how do we continue to move forward in the legacy of each other? What tools can we place in the future's hands? What wisdom can be instilled? What is the work of tomorrow?

Artists, alchemists of experience, composers of space and sculptors of time, yours is the way forward. With deft strokes you conjure new worlds. Transform abstract concepts into palpable wonders. Your art is not just an escape; it is a portal into realms of resistance and revelry. Let fear be seen, vulnerability celebrated. This is about fight, flight, defiance and liberty. Craft rigorous revolutions. Rupture tradition. Move with integrity, empathy and care. Turn sharp edges into soft landings. Insist on possibilities outside of the ones you have been presented with. Create cracks in what seems like an inexorable system. Our time is shared, use it urgently, playfully and generously.

Nature is a language of slow time and physicality, of warnings whispered through roots and a gradual creak towards sudden great change. Place your ear to the ground and listen. Craft natural remedies to a digital world, move to rhythms made long before our time, let things be broken and mended diligently. Sculpt the algorithm, crack the code. Blossom in your own curiosity. Chase it, commit to it, get distracted by it. Gather! We'll use past battles as kindling to blaze a bright watchfire that sparks into the future. We're just one moment. Let's dance in the light and howl in the glory.

**David Francis Moore, Festival Director &
Bee Sparks, Artistic Projects Manager**

Applying for Dublin Fringe

Dublin Fringe Festival, unlike many other Fringe Festivals internationally, is a wholly curated festival. We seek compelling and daring work that invigorates, excites and challenges our audiences. Each year, we open a call for applications which receives hundreds of responses.

How do you apply to be in Dublin Fringe Festival?

You can apply to be a part of Dublin Fringe by submitting an application form. You can access our 2024 application [form here](#). It is a detailed form so read through the whole form fully. You are able to save drafts of it as you work through, so don't worry if it takes you a couple of sessions.

We advise you to get your application in early – don't wait until the last day to submit! In the two days running up to the deadline there is often a strain on our server due to the high level of traffic. This means that some people have problems getting the application submitted on time.

Save yourself the stress & get it in early!

When do applications open?

Applications open on Thursday 25th January

When is the deadline for applications?

Applications close at 5pm GMT on Thursday, 29th February

- Late applications will not be accepted.

Applying for Dublin Fringe

What makes a good application?

1. Give us as much relevant information as possible.
2. Be adventurous with your application and thorough with the details. We're looking for solid artistic ideas and exciting concepts.

Can I talk to you about the application form?

Yes!

We will host an application workshop and Q&A on Thursday 1st Feb at 6pm in Dublin Fringe HQ to answer all of your questions about the festival, how to apply, what we're looking for and anything else we or you can think of. Please sign up [here](#).

Can I talk to you about my idea before I apply?

We have a year-round open door policy to discuss your ideas. The Artistic team will be running application clinics on Tuesday and Thursday afternoons, please use the links below to schedule your meeting. You can sign up to meet with Festival Director David Francis Moore [in person](#) or [on zoom](#) and can sign up to meet Artistic Projects Manager Bee [here](#) or Artistic & FRINGE LAB Assistant Niamh [here](#) (you can select in person or remote when booking). We have a lot of requests for meetings so please make sure to be in touch with us sooner rather than later. The closer we get to the application deadline, the less available time we have so get in touch asap.

Some of these application questions don't apply to my idea?

We programme lots of different kinds of work, so the form needs to reflect all possible ideas.

Some of the questions on the form may not necessarily be relevant to you or your project and if this is the case, we ask you to be patient and include your information as best you can.

Supporting Documents

WHAT ARE THE SUPPORTING DOCUMENTS AND WHAT ARE THEY FOR?

When filling out the online application form, you will need to provide supporting documents to bolster your proposal.

Supporting documents should give us a clear sense of your ideas, your previous work and/or documentation of the existing show or work.

FOR NEW WORK

For work that is not yet made, but will be for September 2024, you will need to have the following:

1. Biographies & CVs for all artists on the team.
2. A draft budget showing both income and expenditure (We ask to see this to understand the scale of the event you propose)
3. A script or link to video of rehearsal or storyboard or a one-page description of what happens in the show. It's okay for these to be in draft stage. If your work is a piece of new writing, it is essential that you submit a draft script.

FOR EXISTING WORK

For work that has already been made and played outside of Dublin, you will need to have the following:

1. Production images
2. Links to online video (we appreciate it when you include time signatures from which to watch)
3. Publicity images and/or examples of previous publicity material
4. Technical rider
5. Scale drawings of set
6. Lighting plan & technical specifications
7. Outline of tech crew you need
8. Outline of your plan for set/equipment transportation & any access issues
9. Dressing room/backstage requirements
10. Risk assessment
11. Company safety statement

Supporting Documents

DO I REALLY NEED TO INCLUDE THEM?

Yes. Supporting documents are VITAL. It's impossible for us to assess an application without them. Without supporting documents your application is incomplete and will be assessed as such.

WHAT KIND OF BUDGET DO YOU NEED TO SEE?

We need to see that you are seriously thinking about the costs that putting on your event will incur. Make sure you include both income AND expenditure. [Here](#) is a sample production budget which you can use as a template.

HOW DO I UPLOAD MY SUPPORTING DOCUMENTS?

You can upload each of your supporting documents through your application form. Please name each file: as title of show, title of company/artist name and title of file (i.e. Fleabag, Phoebe Waller Bridge, Script). The maximum file size is 1GB per item uploaded and the maximum amount of documents recommended is 25, you can upload zip folders if you'd like.

If you are sharing videos, consider uploading them to Vimeo or Youtube (can be set to private) and include the direct link, and password if necessary, in one of the documents you are sending. It will save you time!

Supporting Documents

HOW DO I KNOW YOU GOT MY APPLICATION AND SUPPORTING DOCUMENTS?

When you submit your application, the website will show you a page that says 'Thank you! Your submission has been received'. You will then receive an email that includes a copy of your application for your records. You will receive this email automatically from noreply@jotform.com. Each of your supporting documents will be listed beside its relevant field.

If you are submitting more than one application, make sure you get the confirmation email each time. Check if you receive an email from JotForm after your submission (your spam and junk folders too!)

Do you have accessible versions of the application form?

We have compiled accessible versions of all our application documents [here](#) If you need any guidance or assistance in this area please do not hesitate to contact [Niamh](#).

CAN I POST MY APPLICATION TO YOU?

No, we cannot accept postal applications. You must make the application online within the dates above.

Criteria for Inclusion

WHAT KIND OF WORK DOES DUBLIN FRINGE FESTIVAL PROGRAMME?

Dublin Fringe Festival is a curated festival made up of the most exciting new Irish and international artists.

Yours is the lead we want to follow. Show us the way with:

- Radical and unapologetic work. Risk it. Your most fierce, most courageous projects can find a home at Dublin Fringe Festival.
- A focus on the now and the next. We're a festival of firsts supporting new thought, innovative practice and contemporary, fresh ideas. No cover versions, please.
- Form-busting, genre-defying, game-changing approaches to art-making. Make something that's never been seen before.
- Rigour. We value your expertise, and your craft gets our pulses racing. Less clickbait, more long read - put your skills on show.
- Voices that defy the mainstream. Make the work you've been longing to see. Take the mic, tell your story, in your own words.

Criteria for Inclusion

We are dedicated to new work and providing a platform for new ideas and artists to thrive. We encourage new artists, new voices and artists working professionally in one genre that want to try something new.

We are engaged with the city, the country, our audiences and the times we live in. We look for ideas that are experiential, in strange places, cross-disciplinary, unusual, enormous, tiny, outdoors, DIY, risk taking, challenging and exemplify an independent spirit. You can check out our previous festival programmes [here](#).

Dublin Fringe Festival are committed to creating a diverse programme of work and we welcome applications from artists of all gender identities, nationalities, races, cultural backgrounds, ages, religions, languages, different abilities, sexual orientations, socioeconomic statuses or geographic regions.

WHAT KIND OF WORK DOES DUBLIN FRINGE FESTIVAL NOT PROGRAMME?

In general (although we may make some exceptions as we are rule breakers by nature) Dublin Fringe Festival does not programme:

- Work that has already been seen by a Dublin audience in its proposed form.
- Adaptations/cover versions or traditional re-tellings of pre-existing texts or compositions.
- We do not programme live streams of traditional performances or short films.

What artforms do you programme?

CABARET

We're looking for daring, contemporary cabaret proposals. The decadent, the queer, the beautiful and the gas - let us know what you've got cooking! We are open to fabulous once-off events or runs in a festival venue.

CIRCUS | DANCE | PHYSICAL THEATRE

We back artistic risk and works of skill and virtuosity, made with intellect and detail. We are interested in new material that is cross-disciplinary, experimental, with original design concept. We welcome projects in unusual settings, adding an element of surprise and delight to the audience experience. We want to bring the festival magic to accidental spectators too, so we're open to proposals for street performance.

CLUB NIGHTS

We hold transformative dancefloor experiences as sacred and we appreciate the value of a life-saving DJ set. We're taking submissions from party impresarios, promoters, DJs, performance artists and buzzers to create special edition club nights and art experiences made for after dark.

COMEDY

Dublin Fringe is home to Ireland's biggest stars and its biggest stars-to-be. Bring us your new idea for a show for one of Dublin's classic clubs or test out new formats. We've presented all kinds of comedy in all kinds of media: talk shows, wellness classes, theatre, spoken word, digital, the list is endless. We are fans of helping to make outside of the box projects happen. We look for ambition, skill and something outside of the usual. Pitch us proposals where our festival can help you take your next step.

What artforms do you programme?

SPOKEN WORD

We want your verses! We're looking for experimental, genre-pushing spoken word, for new voices, new narratives and new ways of thinking about performing poetry. If you have a story you need to tell, a collection that you're ready to pair with live elements or want to take the audience on a journey through the city streets then let us know!

MUSIC

We welcome applications from musicians, bands, artists or promoters planning to make work or events that are new, experimental, experiential, cross-disciplinary, risk-taking and engaged with society. We are particularly looking for concerts, happenings, shows and events that use performance elements not seen in a usual gig, although we're happy to host a great straight-up music show too. If you're a promoter or a musician who wants to meet us directly to talk about your proposal before undertaking the application process, just drop us a line.

THEATRE

We programme theatre projects that take risks, experiment with form and defy categorisation. We've presented theatre fused with live art, film, music, gig, dance, game, installation, the list keeps growing. Thematically, we are interested in ideas that engage with the context of this city, society and current politics, and that interrogate ways Dublin and Ireland connects with the rest of the world. When considering new writing, we look for singular voices and ideas, formal innovation and thematic resonance. We focus on new work and new ideas, and we do not programme adaptations or work based on canonical and previously performed texts, unless there is a dedication to innovation and an inventive, radical re-thinking of the work.

What artforms do you programme?

VISUAL ART

The kind of work we are interested in programming is cross-disciplinary, experiential, risk-taking. Visual artists working on concepts and projects where viewership, spectatorship or an audience is a key part of the concept of the work are of particular interest to us. We have presented artists' work in the areas of performance art & live art, photography, film, installation and work drawing on community-based practice.

YOUNG RADICALS

Young Radicals is our programming strand presenting brilliant work made for and by children and teens. If you are an artist of any discipline interested in creating exciting performance experiences for under 18s, we want to hear from you. Same rules apply as for the rest of the festival – we want radical, rigorous work that is new to Dublin and artistically inventive.

TAKEOVERS

We back innovative collectives, interdisciplinary experiments and emerging curators! If you want to take over a space with an installation or mini-programme then let us know. Dublin Fringe can provide a supportive launch pad for collectives, organisations, happenings and programmes that are ready to nail their colours to the mast!

What artforms do you programme?

REMOTE ART EXPERIENCES

Remote art experiences can meet audiences where they're at through a variety of means – we want to hear your innovative ideas. The internet isn't the only way to reach people at home: we welcome proposals for radio projects, audio walks, projects made for the post, plays by text message, gigs over the phone and intimate door-to-door performances. We love tactile and embodied experiences, that take us somewhere (without taking us anywhere!)

When it comes to digital art experiences, we are interested in projects that create a real-time connection between audience and artist, crafting shared experiences and facilitating active spectatorship. This includes interactive, live and born-digital works, made bespoke for online platforms. We do not programme live streams of traditional performances or short films.

We are looking for proposals where the form is integral to the idea, not simply a plan B.

I'M JUST TOO RADICAL

None of those artforms sound quite right for you?

If it is impossible for you to communicate your idea through our application form, please don't give up. We would still love to hear from you. Please email Niamh to talk it through.

We meet people all the time with ideas of all sorts – zines, publishing, web projects, happenings, pop-up cafés, durational performances, and more. So please do get in touch!

International Applications

DOES DUBLIN FRINGE FESTIVAL PROGRAMME INTERNATIONAL WORK?

Each year we programme a small selection of international work that fits the festival's curatorial vision. We love hosting international artists at the festival and sharing in the new perspectives and experiences their work offers to Dublin audiences. We programme international work in two ways:

- International work that has been seen by the Festival Director personally is invited to participate. Applications for invitations are not accepted.
- International companies and artists can submit an application form and may be programmed into the festival based on the strength and suitability of the work as judged from their application.

Please note: you will need to plan to cover your own travel and accommodation costs as part of your budget.

Curation & Selection Process

WE ASSESS APPLICATIONS WITH THE FOLLOWING CRITERIA IN MIND:
Applications are selected considering the programme as a curated whole.

- We programme new work and new ideas.
- Projects that take risks and experiment with form.
- Themes and ideas that engage with the context of our city and society.
- Work that imagines ways Dublin and Ireland can connect with the rest of the world.
- We carefully consider the originality and quality of each proposal.
- We carefully consider the potential or track record of each artist/company.
- We prioritise work that has not been previously seen by Dublin audiences.
- In the case of digital work, we will prioritise projects that will be the Irish premiere.
- In the case of applications from international artists and companies, we look for work that will fit the Irish context. We are most interested in presenting work whose style or content is not already available to Dublin audiences.
- We consider the practical viability of each application, in terms of how developed ideas are, whether the project is realistically achievable on the indicated budget, and on the basis of venue availability.

Accessibility

We work hard at Dublin Fringe for the festival to be as widely accessible as possible, for cast, crew and audience. We are asking all our applicants to consider the accessibility needs of their team.

We aim to facilitate accessibility needs throughout the process and, together with our venue partners, once you are in your venue. In your planning, we ask you to consider how accessible your rehearsal space and your rehearsal materials are. Care doesn't compromise the integrity of your work. It enhances the engagement of your team and your audiences.

We have compiled accessible versions of all our application documents [here](#). If you would like to speak with us about any barriers to access you may be facing, please do so and we will work to remove them. We can offer some supports within a limited budget. You can contact [Bee](#) to discuss.

Venues

DO I HAVE TO FIND A VENUE FOR MY EVENT?

DO I HAVE TO FIND A VENUE FOR MY EVENT?

There are 2 venue models for Dublin Fringe Festival:

1. Dublin Fringe Festival Venue
2. Own Venue

DUBLIN FRINGE FESTIVAL VENUE.

Dublin Fringe Festival has a list of potential venues that we may use for the festival. If you apply for the festival and select the Dublin Fringe Festival Venue model that means you will be programmed into one of the venues that we have rented out. It's very important for you to think about what kind of space your work needs and what the ideal audience size/relationship is etc. We would advise reading all the potential Dublin Fringe Festival venues and their tech specs before you make your selection. Our potential venue list and specs are available to view [here](#) (these specs are to be used as a guide only and are subject to change.)

If your work is programmed, you're not guaranteed to get the venue you request, but it really helps to show what your ideal venue slots might look like, so you can clarify the space, run length etc. that you would like when we're putting together the schedule of the festival programme.

It is important to note that Dublin Fringe Festival Venues are often in **shared venues** (so you will have other shows using the space before/after you). Duration for Dublin Fringe shows tends to be approximately 60 minutes, so keep that in mind when considering venue – if you would like a show with a significantly longer or shorter duration please flag at the point of application. Please note, that Dublin Fringe Festival venues are competitive. Do think broadly about where your event can take place and outline at least a couple of options in your application.

Venues

HOW IT WORKS IF YOU'RE IN A DUBLIN FRINGE FESTIVAL VENUE SLOT:

- Dublin Fringe Festival covers the full cost of venue rental and the technical equipment that comes with that space (so you have no upfront venue rental cost, unless you have very particular technical requirements outside of what is usually provided).
- You are provided with a production schedule and a performance schedule from Dublin Fringe Festival.
- Dublin Fringe Festival provides house managers to supervise the turnarounds in the shared venue, but you must have your own production staff to actually do the turnaround and run your show.
- Dublin Fringe Festival team manages box office, advance audience information and front of house.

YOUR OWN VENUE:

If you apply for the festival and select the Own Venue model that means you are applying with a venue you have sourced yourself and you will be fully responsible for your own venue.

Some people come to us with venues in mind that they have already sourced or are planning to source. These tend to be site-specific and/or unusual venues, or some projects simply cannot work as part of a shared venue schedule. We can and will give advice and guidance on this if you need support

Venues

HOW IT WORKS IF YOU'RE IN YOUR OWN VENUE:

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).

1. You cover your own venue rental and most technical equipment required (we do have a small technical rider for offsite work so we may be able to provide some equipment). The rental/hosting deal that you make with the venue is your own responsibility.
2. You cover any security and personnel costs for this venue/space.
3. Dublin Fringe Festival team manages box office, advance audience information and front of house.
4. As the festival does not subsidise your venue rental and you cover these upfront costs, the festival only receives 10% of your box office receipts (so you receive a greater box office percentage).
5. You propose your own performance/event schedule and this is agreed with Dublin Fringe Festival.
6. You manage your own production schedule and all staffing (Dublin Fringe Festival can offer advice on these if required).
7. Dublin Fringe Festival production team will visit your space and support and advise where possible and where required.

If you are looking at various possibilities or types of spaces, [here](#) you can find a list of some alternative or offsite venues which have been used in the past or are on our radar if helpful.

Venues

WHAT IF I WANT TO DO SOMETHING IN A SITE-SPECIFIC PLACE, LIKE A CAFÉ OR MY HOUSE OR IN THE STREET?

Anything is possible! Let us know what you want to do and why. Make sure it's clear in your application that you have thought through at least some of the practicalities of that particular space (Is the owner of the cafe really willing to close some or all of the space for you? How do you get the audience to your house? Do you need access to electricity? Do you need a strong wifi connection? Will you need to think about security, and the costs that entails?). Also, make sure it's clear **WHY** you are choosing that space – is it really an integral part of your idea, or is it a gimmick?

You'll need to secure all relevant permissions to use the space for a public event. If you receive an invitation to be part of Dublin Fringe's programme, **we'll need to see a signed agreement with the site specific venue within two weeks of that offer**. This means you need to have begun a conversation and gotten initial interest/permission before May 2024.

UNTAMED OFFSITES:

We love offsite work and we are experts at it. The Dublin Fringe production team can help you with lots of ideas and support to make your show happen in the space you want. Be aware we have a limited supply of equipment available for shared use so the sooner you talk to us the better! Get in touch - we'll talk about what's possible. You can see a list of some options [here](#).

OUTDOOR VENUES:

It could be an outdoor stage with theatre set-up, a show with a walking tour format, a self-guided audio walk around a beloved neighbourhood – the options are endless. Working outdoors in Irish weather, in a city has all kinds of challenges, but Dublin Fringe's production team are here to help with equipment and expertise to support you.

If you want to use an outdoor space, the Dublin Fringe team will be able to give you advice on what to do in the run up to the festival. Dublin Fringe Festival has to obtain permits and insurance for all the venues we use, so some unofficial spaces and squats are not possible for us.

Make Space For Art Fund

Dublin Fringe Festival has designated a fund of €5000 to support events made for unconventional performance spaces in Dublin. This can cover any associated venue/site costs.

An unconventional performance space means anywhere that isn't purpose built for live performance. Theatres, cinemas and galleries are not eligible. Everywhere else is. In the past Dublin Fringe Festival has presented shows on boats, up trees, and in parks, shopfronts, boxing rings, pubs, basement apartments, handball alleys and swimming pools.

Artists responding to our open call with projects made for unusual, off-road and non-traditional performance sites can apply for the Make Space for Art Fund to help make their ideas a reality. We have introduced this fund in response to the changing city, and the new challenges and financial barriers to making art outside of traditional performance spaces in Dublin. Eligible costs associated with working in a non-traditional space are space rental, security costs, production equipment hire, employer liability insurance, fire safety costs, electricity generators, rain cover, and permit processing fees.

Make Space For Art Fund

HOW DOES IT WORK?

Artists who submit projects that fit the brief for Make Space for Art can opt to be considered for this financial support by outlining in their budget a breakdown of costs to a maximum of €3000. There is a total fund of €5000 available and it is intended that at least 2 projects can be supported.

REMOTE ART EXPERIENCES:

We're excited about bringing shows to audiences where they are: if you have any idea for a show that audiences can experience from/near home let us know. The venue could be the audiences' kitchen radio, their postbox, their phone, or their nearest patch of grass – the list is endless. We are determined that while these experiences may take place from a distance, closeness is key. We want to ensure audiences are captivated throughout – think about how to inspire active spectatorship from your audiences.

Programming Decisions

WHEN WILL I KNOW IF MY WORK HAS BEEN PROGRAMMED?

We hope to communicate all programming decisions by early May 2024.

All applicants will receive a notification by email. If you are programmed, let us know immediately if you have any changes to your availability or if the proposed event has changed in any way. Any change in duration is of vital importance when programmed in a shared venue.

CAN I APPEAL DECISIONS?

No – programming decisions are final.

Funding

DO I NEED TO PAY A REGISTRATION FEE TO BE PART OF THE FESTIVAL?

No. We are delighted to say that we are one of the few Fringe Festivals world-wide who are in a position to waive the registration fee for events selected to be part of the festival.

WHAT COSTS WILL I BE FACING IF I'M PROGRAMMED?

Here are some of the costs that you may come across depending on the type and size of the event that you are planning:

1. Fees & wages (director, actors, designers, crew, production manager, technicians, stage manager, etc.)
2. Rehearsal space rental (there may be some time available at FRINGE LAB but no company will get a full rehearsal period due to demand)
3. Venue rental if you are not in a Dublin Fringe venue (see Venues and The Financial Deal sections)
4. Marketing costs (graphic design, photography, filming, posters, fliers, distribution etc.)
5. Technical costs (design, sound, lighting, props, costumes, projector rental, archival video and pictures etc.)
6. Travel & transport
7. Accommodation
8. Employer's Liability Insurance – this covers you and the people you are working with
9. Health and Safety or security expenses

Funding

DO I NEED INSURANCE?

We cover the cost of Public Liability insurance, but you must look after the Employers Liability Insurance. Last year this cost was about €130 - €150. Please note that to be covered under our Public Liability insurance you must provide us with a risk assessment and safety statement, our Production team can advise you on this process.

CAN DUBLIN FRINGE PRODUCE MY EVENT?

No. In the majority of cases, companies who are programmed into the festival through our application system are self-funded and produce their own work. The festival is the presenter of the work and supports programmed artists via subsidised venue rental, marketing, FRINGE LAB facilities, centralised box office and production assistance and a whole host of skill development workshops and seminars; however the direct costs of production are covered by the artists/companies.

DOES DUBLIN FRINGE FESTIVAL COMMISSION WORK?

A small number of projects are commissioned by the Festival Director to participate, and in these circumstances Dublin Fringe Festival offers commissioning and presentation supports. If you wish to speak to the Festival Director about a potential commission, please email David before February 9th at david@fringefest.com.

Funding

WHERE CAN I GET FUNDING FOR MY WORK?

First of all, make sure you've budgeted properly and know how much you need! You will probably need to look for funding from various sources, rather than planning to get one lump sum that will cover everything.

Funding is available from the Arts Council of Ireland, and various local bodies such as your local city or county council. Visit their websites to find out what is available and how to apply – make note of the application deadlines.

Depending on your project, there may be other organisations that you could approach for assistance – national cultural organisations such as the Goethe Institut, Instituto Cervantes, Alliance Française, Polish Embassy etc. Other arts and community organisations can also be brought onside as partners to help you. They may not be in a position to offer you money but might be able to help with support in kind or in exchange.

Presenting companies often crowdfund in the run up to their production through GoFundMe or fundraise by hosting events (table quiz etc.), selling advertising space in their show programme or searching for company sponsorship. The fundraising campaigns need to conclude before tickets go on sale for your show. Think as laterally as possible!

The Financial Deal

IF I AM PROGRAMMED, WHAT FINANCIAL DEAL IS MADE WITH THE FESTIVAL?

By having your work programmed as part of Dublin Fringe Festival, you agree to a split of your box office income with the festival. There are two main types of box office split with the festival and this is determined by the following:

1. If you are programmed in a **Dublin Fringe Festival Venue slot**.
2. If you are programmed with **your Own Venue**.
3. **(For more information see the section on VENUES above)**

You'll be asked to indicate which of our financial models works best for your project in your application form, and your preferred financial deal option should be reflected in your budget. It will help your application to demonstrate that you have thought thoroughly about your budget outline. **The included budget template [here](#) may be helpful when preparing your budget.**

TICKET PRICE

Dublin Fringe Festival decides on the ticket price for each event in consultation with the artist/company. When budgeting at this point, it's useful to look at previous ticket prices in similar venues/types of work in past programmes to use as a guide.

BOOKING FEE

Before the box office split takes place, a €2 booking fee comes off the top of each ticket. This booking fee goes directly to the festival and pays for the box office services the festival provides to every show.

The Financial Deal

Dublin Fringe Festival Venue Box Office

If you are programmed in a Dublin Fringe Festival Venue the box office split is **75:25** in your favour, so you will receive 75% of your box office income and Dublin Fringe Festival will receive 25% (minus booking fee). That means that your box office split is based on the ticket prices MINUS the €2 booking fee. For example: a €12 ticket minus €2 booking fee is €10, 75% of that is €7.50 which is your box office split.

Own Venue Box Office

If you are programmed with your own venue, the box office split is **90:10** in your favour, so you will receive 90% of your box office income and Dublin Fringe Festival will receive 10% (minus booking fee).

That means that your box office split is based on the ticket prices MINUS the €2 booking fee. For example: a €12 ticket minus €2 booking fee is €10, 90% of that is €9 which is your box office split. The remaining 10% goes to Dublin Fringe.

The Financial Deal

NEED AN ADDITIONAL FINANCIAL SUPPORT FROM DUBLIN FRINGE?

In a very small number of cases, Dublin Fringe can provide additional supports within a limited budget to remove barriers to creation for ambitious ideas.

Some projects need more support in order to be realised – be it that Dublin Fringe Festival cover a key access cost, give greater technical support, cover an upfront cost in advance of your receiving your box office income etc.

Please outline in your application the scale of support you would need, to a maximum of €1200, and make sure the request is reflected in your application form and budget.

Please note: Support is prioritised for projects that are impossible to achieve without this additional investment. It is advisable to reach out and talk to the artistic team if you need additional financial support – contact [Bee](#).

Festival Supports

ALL WORK PROGRAMMED IN THE FESTIVAL RECEIVES THE FOLLOWING (AMONGST OTHER THINGS) FROM DUBLIN FRINGE FESTIVAL:

1. Ongoing advice and support in the run up to the festival from the festival staff
2. A series of free skills-building workshops on producing, marketing & PR, health & safety, box office, directing, dramaturgical support and a technical workshop
3. Online and centralised box office system
4. Dedicated box office and front of house staff at every event
5. Opportunities to avail of subsidised rehearsal space
6. Production advice and assistance (though you still need to have your own technical team)
7. Marketing and PR advice and assistance
8. Inclusion in the printed brochure, festival website and in general festival marketing and PR campaigns and materials
9. Access to our Willing Workers List for people to help on your event
10. Access to the many facilities available at FRINGE LAB

Marketing & PR

WHAT'S THE DEAL WITH MARKETING AND PR?

Shows programmed at Dublin Fringe Festival will be featured in the festival programme brochure, on our website, fringefest.com, on our social media accounts and potentially in press releases and editorial. Dublin Fringe Festival is marketed as an overall entity, showing the breadth and quality of the programme. Individual shows will not feature in lead festival advertising, but a select edit of the programme may appear in e-newsletters, press materials and other promotional print and online materials. Inclusion in such campaigns is not guaranteed and depends heavily on the quality of promotional imagery, copy and video supplied by each company or artist, the nature of the project itself and festival marketing strategy. To give your project the best possible opportunity for inclusion, **engage with the Marketing & PR team early and conceive, produce, and deliver marketing material with as much lead time as possible.**

Dublin Fringe Festival endeavours to promote every show, but we are not resourced to develop or implement individual marketing and PR plans for companies or artists. You will be expected to have your own marketing plan in place to promote your work. The marketing team and PR Manager will be able to advise on best practice, crafting strong marketing copy and eye-catching imagery.

Attendance at Dublin Fringe's free marketing meetings is **strongly advised**, particularly if it is your first-time presenting work with the festival. The marketing team will be available to discuss your marketing plans throughout the summer. The marketing team will be able to advise on best practice, crafting striking copy, eye-catching imagery and how best to optimise digital media.

Volunteers & Willing Workers

I'LL NEED VOLUNTEERS. CAN YOU HELP?

Yes! We have a Volunteer Coordinator who recruits and schedules volunteers for the weeks of the festival. They are mainly scheduled for box office, front of house and production, but you can also contact the volunteer coordinator with specific requests. This needs to be done early as the scheduling needs to be done well in advance of the festival. Our Volunteer Coordinator will be in touch with all programmed artists in July 2024.

I'LL NEED SOMEONE TO WORK ON MY SHOW AS A DESIGNER/PRODUCER/DIRECTOR/TECHNICIAN ETC. CAN YOU HELP?

Yes! We have a database called the Willing Workers List that is available to companies and artists who have been programmed in the festival. The list is of people who want to work on Dublin Fringe Festival events in a backstage capacity - it doesn't include performers. Dublin Fringe participants are welcome to contact them and all agreements are made directly between the artist and the Willing Worker. This list will be circulated to Programmed Artists in their Artist Guide shortly after being programmed.

Thank you for reading this!

Phew! We know that's a lot of information but reading this will greatly help you to make the best application possible.

If you have any further questions about putting an event on in Dublin Fringe Festival you can contact our Artistic Projects Manager, [Bee Sparks](#)