GEORGE TOWN FESTIVAL 2024
Call for Proposals - Guidelines for Applicants
Deadline to Apply: 31st December 2023 (Sunday)
Please note that the application is through ONLINE FORM only.

How to Apply?

- The application should be done by the key contact person of the programme and s/he will be the main contact point between the programme and George Town Festival. If an interview needs to be carried out during the selection process, the applicant will be contacted.
- All applications can be made by filling in the form online at:
  https://forms.gle/LJ8zWVT1t7UPYLUv9
- Kindly ensure that you have a Google account for the submission of the form.
- Multiple submissions are encouraged / allowed, though only 1 (one) is likely to be selected. If you would like to propose more than 1 (one) programme, kindly submit the application form separately.
- If this is a collaboration / partnered project, kindly submit only 1 (one) application form with the key contact person to avoid confusion.

Submission

- Submission will close on the 31st of December 2023, Saturday at 11.59 pm, (GMT+8).
- Late submissions will not be entertained.
- A confirmation email will be sent after you have submitted your application.
- All applicants will be notified through email of our final decision by early of Feb 2024.
- We may conduct an online / telephone interview during the selection process if we find it necessary.

Supporting Material

- You are encouraged to provide additional supporting material pertinent to the programme for the artistic advisory panels to have a clearer understanding of it.

- The file name will be associated with your Google account if you are to upload a file on the form. Kindly ensure that this is the applicant's Google account for submission.
- If your file size is bigger than 10MB, kindly email it to *info@georgetownfestival.com* with the subject line "*Support Material: <Your programme Title>*".
- Kindly name your file in this format *"type of file_<Your programme Title>"*.
  Example: *"Company Bio_George Town Festival 2024"*, *"Budget_Boria in the dark"*, etc.

Important Dates

- 31st December 2023 - Closing date for submissions.
- Mid-January - Early February 2024 - Notification of selection through email.

Important Notes

- The artistic direction will evaluate applications based on artistic merit and technical-logistical criteria. Selected artists / companies are requested not to perform the proposed show in Penang within 6 months prior to the Festival.
- For performing /performance art - it is essential to send a video of your proposed piece. It can be a work in progress or a rehearsal, but not a teaser.

For Further Enquiry
Kindly email us at *info@georgetownfestival.com* for any enquiries.

This **SAMPLE APPLICATION FORM** is to be used <u>as a guide for filling out the online form</u>. Use this document to draft and prepare your answers before copying and pasting them over.

Title of Programme	
City / Country of Origin	

Section 1: Details of Applicant

Name of Applicant   *(Key contact person)*
Designation   *(i.e. Artistic Director / Producer / Key Artist / Manager)*
Name of Company   *(Organisation / Performing Group / Collective)*
Bio of Company   *(Not more than 150 words)*
Email Address
Contact Number   *(With country code)*
Billing Address   *(For contract purposes)*
Website Address
Facebook Page
Instagram
YouTube / Vimeo   *(If password protected, kindly include here)*
Link of Spotify
Any other platform that would help us understand your work more   *(Twitter / Behance / Dropbox / TikTok / Soundcloud etc.)*

Section 2: Information on Programme

Category
(Please select the category / genre that best describes your programme.)

Cat A: Performing Art
- Theatre
- Puppetry / Object Theatre /
  Shadow Play
- Dance
- Music / Sound / Musical / Opera
- Circus / Cabaret / Burlesque
- Stand-up Comedy
- Family Show / Children's Theatre
- Poetry / Spoken Word
- Site Specific / Immersive/ Interactive
- Performance Art
- Others

Cat B: Visual Art
- Multimedia
- Painting
- Sculpture
- Installation
- Ceramic
- Printmaking
- Textile
- Others

Cat C: Workshops

Cat D: Others

Description of Programme
(It can be a general introduction; artistic statement; or synopsis of not more than 300 words.)

Objective of Programme

Preferred Date
(Between 19-28 July 2024)

Preferred Date (Second Option)
(Between 19-28 July 2024)

Preferred Time
(i.e. in the morning, night time, etc.)

Duration of Programme
(i.e. 2-week exhibition / 75-min performance with 15-min intervals / 2-hour film / 3-hour workshop, etc.)

Venue Preference
- Outdoor
- Theatre / Black Box
- Unconventional venue: cafe, bar, club, shophouse etc.
- Gallery
- Studio / Classroom-friendly Space
- Others

Preferred Venue Size (if applicable)
(Venues and performance spaces are unique and can be indoors or outdoors. Please select your desired venue size below. Select all that apply.)
- Intimate (<20)
- Small (20-50)
- Medium (50-100)
- Large(100+)

Other requirements for the venue (if any)
(i.e. Venue technical requirements / stage requirement / seating arrangement / etc.)
(Kindly state the venue if you have scouted / secured any in George Town, Penang.)

Basic Technical Information
(Please provide a rider (PDF) detailing your technical needs. If you do not have a rider, please provide as many details as you can to help us understand your needs.)

Is this an original work?
- Yes
- No

Languages
(Multilingual, Non-verbal, specific language etc.)
(Kindly state if the show is subtitled.)

Is this the premiere? If not, where has it been / will it be shown or performed? If so, please specify. (city, venue, dates, etc.):
- Yes
- No, when was it first shown:

Target Audience
(Age group; number of audience)

Kindly list the names of key artists with their respective roles in this programme.
(If it is a collaboration across other countries, please state their countries of origin.)

Please include a bio of the creative team (core members) of the programme.   *(Each bio should not exceed 150 words.)*
Number of Travelling Parties
Video Link   *(Full video of the performance / work in progress / rehearsal*   *Do not send files, please provide the video link & password if it is a private video.)*
Supporting Materials   *(Additional information that could support your application such as photos / videos / audio / storyboard / script / past showcase / media interview etc.)*   *If your file size is bigger than 10MB, kindly email it to info@georgetownfestival.com with the subject line "Supporting Material: <Your Programme Title>.*
Have you / your team been a part of GTF? If yes, when was it and what was the name of the programme?
Are you interested in participating in the festival as a workshop teacher?

Section 3: Finance

Detailed Budget   *(Kindly provide a detailed breakdown of the cost; all figures should be in Malaysian Ringgit.)*
Expected Monetary Amount
Has this programme received any funding from other sources? If yes, please state the funding source(s).
Will participation in the Festival be impossible or nearly impossible without financial aid?   - Yes   - No
I will need (check all that apply) to participate in the Festival: - Production Fee Waived   - Housing Provided   - Travel Stipend   - I only need the venue supply