

GUIDELINES

2019 THEATER PRODUCTION AWARDS

The Wallace Alexander Gerbode Foundation

With generous support from The William and Flora Hewlett Foundation

Program Overview

The Wallace Alexander Gerbode Foundation is pleased to announce a \$300,000 fund for the creation and development of new theater productions by California writers, playwrights, spoken word artists, creative writers, and musical theater-makers. The works are to be commissioned and produced by Bay Area nonprofit arts presenting organizations that can apply for grants of \$50,000 each.

Program Goals

1. To accelerate the creative excellence and professional development of promising California writers, playwrights, spoken word artists, creative writers, and musical theater-makers.
2. To recognize and support Bay Area arts presenting organizations, interdisciplinary arts organizations, and community-based arts nonprofits in their commitment to commission, develop, and produce new works by California artists.
3. To encourage and deepen the engagement between the lead artist(s) and the producing organization.
4. To support projects that represent the Bay Area's diverse communities and neighborhoods.
5. To support organizations that are deeply rooted in culturally-specific communities and have the potential to deepen their engagement within these communities.

Application Deadline

Emailed application materials must be received by the Gerbode Foundation by **4:00 p.m., Thursday, April 11, 2019**. Late or incomplete submissions will not be eligible. Hardcopy applications will not be accepted.

Applications must be emailed to: specialawards@gerbode.org

APPLICANT ORGANIZATION AND LEAD ARTIST ELIGIBILITY

Individual artists may not apply directly but must be commissioned by an eligible applicant organization.

Eligible applicant organizations:

- Theater company or ensemble
- Theater producing and presenting organization
- Interdisciplinary arts presenter
- Community-based arts organizations
- Organizations with a history of working with theater artists

Please note: Fiscal sponsors are eligible to apply for a commission on behalf of a presenting organization on a case-by-case basis. Please contact staff at the Gerbode Foundation at 510-915-8048 or olivia@gerbode.org to ensure eligibility.

The applicant organization must:

1. Be a 501(c)(3) nonprofit organization that has been in operation for at least 3 years.
2. Be located in Alameda, Contra Costa, Marin, Monterey, Napa, Santa Clara, Santa Cruz, San Francisco, San Mateo, Solano, or Sonoma County.
3. Have a strong proven track record of producing and/or presenting theater.
4. Demonstrate a history of working with artists rooted in theater.
5. Pay a minimum fee of \$12,500 to the commissioned lead artist(s).
6. Have a demonstrated commitment to supporting and/or paying artists.
7. Not be a current recipient of a Hewlett 50 Commissions or a Creative Work Fund award for the same project or lead artist.
8. Submit only one application.
9. Contact Gerbode staff about applications for ensembles and collaborative processes. Contact information can be found at the bottom of these application guidelines.

The proposed lead artist(s) must:

1. Meet one of the following criteria: (1) be a current California resident(s) **or** (2) be a California resident during the last 24 months. (If a lead artist has had significant California-based artist residencies for the development of her/his work in the last 3 years, and s/he lives out of State, s/he may be eligible. Please discuss with Gerbode staff.)
2. Have a recent history of producing or creating work in California before the time of the application.
3. Have a demonstrated artistic track record and whose creative voice is rooted in theater.
4. Have creative leadership or be a key co-creator of the proposed work.
5. Consider a project that will have significant impact on the organization if s/he is a resident artist or a managing or artistic director of the applicant organization.
6. Have experience commensurate with the design and goals of the proposed work.
7. Have had at least **two** theater works produced and given public performances.
8. Have not received a playwright or theater commission grant funded by the Gerbode Foundation. (Unfortunately, past individual artist recipients of Special Awards in the Arts commissioning grants are not eligible.)
9. Be nominated for one commission by only one organization.

PROJECT ELIGIBILITY

Proposed projects must meet the following criteria:

1. Commissioned works must be original, new theater works developed and produced by the presenting organization.
 - Co-produced works are eligible on a case-by-case basis. Please discuss with Gerbode staff.
2. Commissioned works must result in new productions open to the public. The premieres must take place **no earlier than June 2020 and no later than October 2022**.
3. Project budgets must include a minimum lead artist commission fee of \$12,500.

The following projects are eligible (this list is suggestive but not exhaustive):

- Interdisciplinary theater works
- Librettos for operas and operettas
- Cabaret form
- Musicals and musical theater
- Shadow theater
- Full-length plays
- One-acts
- Community theater projects
- Solo works
- Collaborative and company-devised projects
- Live performance rooted in theater

The following projects are ineligible:

- Translations or adaptations (new works that use another artist's work as a source or an inspiration are eligible as long as the work proposed is a new and original vision).
- Works-in-progress currently in rehearsal.
- Commissions solely for students and student theater ensembles.

Please note: The 2019 Theater Production Awards will **not** support endowments, capital projects, or indirect costs.

APPLICATION SUBMISSION

Deadline: Application materials must be received by **Thursday, April 11, 2019 at 4pm (PST)**. Application materials must be emailed to specialawards@gerbode.org. Late or incomplete submissions will not be eligible. Hardcopy applications will not be accepted.

Required: All Applicants must speak to Olivia Malabuyo Tablante, Special Awards in the Arts Program Director at the Gerbode Foundation, to determine eligibility. Olivia can also answer any questions about the program. She can be reached at 510-915-8048 or olivia@gerbode.org. Please read through the Program Guidelines prior to contacting the Foundation.

What to submit in a single PDF or as attachments in a single email (labeled numerically as listed):

1. Application pages 1–6 (or page 1 through the project budget or, if applicable, detailed project budget).
2. IRS letter establishing the applicant organization’s nonprofit, tax-exempt, public charity status.
If a fiscal sponsor (NOT the presenting organization) is the applicant, please include both:
 - a) The fiscal sponsor's proof of nonprofit status.
 - b) A short description of the presenting organization's history and partnership with the fiscal sponsor as it relates to the commissioned work.
3. List of Staff & Board of Directors.
4. Organization’s financial statements and income/expense statements for the previous completed fiscal year ending in 2017/18 (audited or accountant-approved) and the current financial statements and income/expense statement for fiscal year ending 2018/19.
5. Current fiscal year budget.
6. Up to three relevant reviews/articles representing the applicant organization or presenting organization’s recent theater productions. Reviews/articles must be formatted as 8.5” x 11” pages.
7. One-page list of the applicant organization’s or presenting organization’s history as a producer/presenter of theater and work with theater artists.
8. Reviews/articles (print and online accepted) representing the proposed lead artist(s). All reviews/articles must be formatted as 8.5” x 11” pages.
9. CV/Résumé/biography of the proposed lead artist(s).

What work samples to submit in separate emails to specialawards@gerbode.org:

For the proposed lead artist(s):

1. (Required) Work samples. If you are submitting play scripts or librettos, please submit 10-20 pages from no more than three short works, or up to 20 pages from no more than two larger works. For poetry or spoken word, please submit 10-15 pages from at least 5 poems/pieces. Please be selective with the work samples that you submit. These work samples are one of the key components in the overall evaluation.
2. (Optional) Video samples of the lead artist(s) work directly related to the project. Please submit no more than two relevant videos by including links to the video samples. Please note the following for each: name of production, year of production, brief summary of the production or show, and start time (if applicable, panelists will view up to 2 minutes per sample). Please provide password if applicable.

For the presenting organization:

3. (Optional) Video samples that are relevant to the proposed commission. Please submit no more than two videos by including links to the video samples. Please note the following for each: name of production, year of production, and relevancy to the commissioned project and/or lead artist. Please provide password if applicable.

SELECTION PROCESS AND CRITERIA

In the late Spring of 2019, a national advisory panel of experts in the field will review the applications and work samples. The Gerbode Foundation will conduct the final review of applications and make the final selection of grantees. Recipients of the 2019 Theater Production Awards will be announced in July 2019.

Considering the program goals listed on page 1 of the application, the advisory panel will be asked to consider the following criteria in their evaluation:

1. Potential positive impact of the proposed work on the lead artist(s) and applicant organization, including the immediate and long-term artistic and organizational goals.
2. The lead artist(s) influence in theater and theater productions: artistic contributions as represented by previous artistic history, proposed project narrative, and submitted work samples.
3. Proposed project involves an authentic partnership between the presenting organization and the lead artist(s).
4. The applicant/presenting organization is artist-centered and has demonstrated a commitment to producing/presenting theater and supporting and/or paying its artists.
5. The project is feasible, which includes the applicant organization's ability to finance, rehearse, produce, and premiere the commissioned piece, and the lead artist's ability to complete the commission within the stated timeframe.

GRANT REQUIREMENTS

Recipients of the 2019 Theater Production Awards must produce and present performances in the San Francisco Bay Area. Performance venues **must be located in one or more of the following counties:** Alameda, Contra Costa, Marin, Monterey, Napa, Santa Clara, Santa Cruz, San Francisco, San Mateo, Solano, or Sonoma.

An interim report specifying production plans must be received by the Gerbode Foundation before all funds will become available. If the production schedule changes from what is proposed at the time of application, the Gerbode Foundation must be notified and approve the changes in writing.

Recipients must also submit final narrative and financial reports and acknowledge this grant in printed materials and other forms of recognition with the following language:

[Project] was made possible by the Gerbode Foundation's Special Awards in the Arts program.

GERBODE FOUNDATION CONTACT

This program is **administered by the Gerbode Foundation**. All applicants **MUST** contact Olivia Tablante to confirm eligibility and answer questions regarding the application:

Olivia Malabuyo Tablante
Special Awards in the Arts Program Director
The Wallace Alexander Gerbode Foundation
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Berkeley, CA 94710
Phone: 510-915-8048
Email: olivia@gerbode.org