

STUDENT WORKS PROPOSAL FORM
Johnson Studio Theatre

Name: _____ Phone: _____

E-mailAddress: _____

Project Title: _____

Faculty Advisor: _____

Requested Studio Slot (check one)

fall semester slot #1 (Dates TBA) spring semester slot #1 (Dates TBA)

fall semester slot #2 (Dates TBA) spring semester slot #2 (Dates TBA)

Anticipated length of performance: _____ Hrs. _____ Min.

Attach copies of:

• **The script**

• **A calendar including:** 11 weeks of scheduled production/rehearsal time, production meetings, design deadlines, technical deadlines, PR deadlines, and post-show discussion. See Calendar Template.

• **A preliminary budget**

• **A list of designers and production staff that will be needed for the show beyond normal ones such as Stage Manager, Set Designer/coordinator, Costume Designer/coordinator, Light Designer/coordinator, Sound Designer/coordinator, Props Designer/coordinator.** For example, do you need musicians/composer, stage combat choreographer, musical director, etc.? (NOTE: This does not include running crew personnel.)

• **A description of the project:** Write a short essay describing the work you wish to do. In that essay address the following questions:

- What is the work: title of play, author, publisher (eg.: Dramatists) or description of event
- Why are you interested in presenting this work? How does it speak to you? What does it offer our students and/or audience?
- What is your concept for this show?
- What are the artistic challenges of producing this work within the parameters of the student works program?
- How will you address those challenges?
- What are the design/technical challenges of producing this work within the parameters of the student works program?
- How will you address those challenges?

• **A description of the projected technical requirements**

- **Costumes:** Attach a description of the costume elements for this work.
- **Scenery:** Attach an analysis of the scenic elements necessary for the project. List special set requirements, including video projections. The proposal must include a ground plan.
- **Props:** Attach a preliminary prop list.
- **Lights:** Attach a description of special lighting requirements.
- **Sound/music:** Attach a description of the sound/music requirements for this production.

• **Publicity Information:** Write five or six sentences that describe the event. This will be used for marketing/publicity purposes. Does the show contain adult language? Does the show contain adult content? If you have to think about it, then the answer is "yes."

I have read the Safety and Security Manual of the Department of Theatre and Dance and will adhere to all policies and procedures in the Manual. I have read the Winthrop Code of Conduct and will adhere to its policies. I understand that I am required to enroll in THRT 470 for 3 hours of credit or DANT 471-73 (1-3 credits) if this project is approved. I understand that casting and all publicity materials (press releases, poster, program copy) are subject to the approval of the faculty advisors, department chair, dean of the College of Visual and Performing Arts, and University Relations.

Student Director

We have reviewed this proposal and recommend it to the Department of Theatre and Dance.

Faculty Advisor

Design Faculty Advisor