

Second Stage Proposal

What is Second Stage?

The Town & Gown Second Stage Series provides a special opportunity to showcase original works, unique and edgier acts, new talent, vanity projects, and other similar ventures not scheduled into the Main Stage season.

Anyone, regardless of previous experience with Town & Gown, may submit a proposal; however, upon selection, you must be a member of the Town & Gown players in good standing.

For more information about membership, email: membership@townandgownplayers.org

The Selection Process

A number of factors influence the outcome of the Second Stage selection process, including compatibility with the Main Stage season, flexibility of dates being sought for production, seasonal opportunities, fundraising and charity tie-ins, and most importantly, the quality of the proposal itself. Submissions are reviewed by the Second Stage Committee. Once a proposal is chosen, it is taken to the Town & Gown board of directors for approval.

To better your chances, complete this form to the best of your ability, have a clear vision of the show you have in mind, and demonstrate that you have put in the time to fully develop these ideas.

The deadline for submissions for Second Stage slots in the first half of the season is July 1st. The deadline for the second half is December 1st. Decisions, in most cases, will be made within 3 weeks of the deadline.

How do I submit?

Fill out the proposal form and provide a script for perusal. If your submission is handwritten, please write legibly. Feel free to provide more detailed answers separately.

Submissions may be:

Dropped off in the Second Stage Inbox at the theatre

Emailed to secondstage@townandgownplayers.org

Mailed to:

Town & Gown Players' Second Stage

P.O. Box 565

Athens, GA 30603



Name	
Phone Number	
Email Address	
Production Title	
Playwright	
Rights Holder/Royalties	
Cast Size/Role Breakdown	
<p>What is the show about?</p> <p>What is the basic plot?</p> <p>What themes are present?</p> <p>What will be interesting or unique about this production?</p>	
<p>What audiences will this show appeal to?</p> <p>How do you plan on advertising this production?</p> <p>How do you plan to get people to see this show?</p>	
<p>Why did you choose this show?</p> <p>Why should you be chosen to do this show?</p> <p>What prior theatre experience do you have?</p> <p>What skills and assets do you bring to this production?</p>	

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Performance Dates

Second Stage productions run for three performances over the course of one weekend: Friday and Saturday at 8pm and Sunday at 2pm. Please indicate 1st - 4th choice of dates below.

1 st Slot of 65 th Season – October 20 th - 22 nd , 2017	
2 nd Slot of 65 th Season – March 2 nd - 4 th , 2018	
3 rd Slot of 65 th Season – May 4 th - 6 th , 2018	
4 th Slot of 65 th Season – June 29 th - July 1 st , 2018*	

*The 4th slot only has one week in the theatre

Rehearsals

Second Stage productions are only able to rehearse at the theatre approximately two weeks prior to opening night. For the rehearsal period leading up to this time, you must arrange in advance to have a reliable rehearsal space elsewhere. We are certainly willing to point you in the right direction, but you and your production staff must do the legwork.

Where do you plan to hold rehearsals?	
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Auditions

The director of a Second Stage production may cast the show in any manner he/she would like. Should you decide to hold auditions, plan in advance when and where the auditions will occur. It is vital to publicize the details of the audition.

Do you plan on holding auditions? If so, please attach your plan.	
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Budget

Second Stage shows are allocated the following budget and are not to exceed the total amount allotted. No budget expenses will be reimbursed without prior approval, and all expenses must be documented.

Onstage Expenses:	\$250
Director's Petty Cash:	\$50
TOTAL BUDGET	\$300

(scripts and royalties are paid separately)

Should a Second Stage production be cancelled, the director may, at the Board's discretion, be held accountable for all expenses incurred by the Town & Players, including royalties, script costs, honorarium, and any purchases made toward the cancelled show.

Important Information

A successful production requires a group effort. Who is on your team?

Production staff members are required to receive proper briefings on the Town & Gown Players' policies and facilities. This is extremely important for the members of your technical staff. While it is not necessary to have a complete production staff for your submission to be considered, it is highly recommended that you recruit to the best of your ability. A full production team will only help.

First time directors must have a veteran Town & Gown member on their production team as either an assistant director or producer. This person needs to already have experience in these areas. This person will be there to assist and advise on the workings of Town & Gown.

The proposal must be submitted by the director of the production. If this proposal is selected, then the director will enter into an agreement, or covenant, with the Town & Gown Players and be the responsible party for this production once it is underway.

Director	
Assistant Director	
Music Director (if applicable)	
Choreographer (if applicable)	
Stage Manager	
Set Designer	
Costumer	
Lighting Designer	
Sound Designer	
Board Operator	
Poster Designer/Publicist	
Producer	
Other:	