FULL LENGTH PROPOSAL PROCESS

DIRECTIONS:

1. Print out this document, it is merely the guideline for creating your proposal. The proposal that you turn in is expected to answer all the questions (in some shape or form) that are listed on this document. Your proposal should be typed out and can also include any sketches or designs for set, costumes, etc. The more detailed and specific you are, the better the proposal will be and the better off the production will be in the long run if it is accepted. We like long and thought out proposals, but don’t be long-winded about it and feel free to send questions to therepboard@umich.edu.

2. If you are submitting a hard copy of your proposal, please include 5 copies of your proposal plan and the script. These may be turned in to the box in the Benz in East Quad. You may also submit your proposal electronically by sending your proposal to therepboard@umich.edu (please include "Proposal Submission" as the email subject) with your plan and the script as attachments in .doc(x) or .pdf format. Please see the website for this semester’s due date: www.umich.edu/~rcplayer/

3. If your proposal is accepted, you will need to come to a meeting with the Board where you will receive more information about RC Players procedures. You will receive the time and date if accepted.

4. Best of luck on the rest of your term.

SPECIAL NOTES:

- When filling out the BUDGET section, please note that the RC Players may reimburse you for up to $500 or the grand total in your proposal plan, whichever is smallest. This amount is always subject to review and any expense you incur beyond the determined amount will not be reimbursed by us; however, additional funding may be sought.

- Please make sure you have no scheduling conflicts for the weekends announced. Those are the only dates signed out to the RC Players for full-length productions; however, alternate venues/dates may be sought out by the director of the show. Please include any specific scheduling needs in your proposal plan.
WHO ARE YOU?

Please include the following contact information in your proposal plan:

- Name, Phone #, Address, Email
- Preferred / Easiest method of contact
- Year and expected concentration

BASIC SHOW INFORMATION

We will also need to know the following basics about your show:

- Title, Author, # of roles (male and female), Any special casting considerations

BUDGET PLANNING

- Royalties – We require the following information:
  1. Name of Publishing house and appropriate contact information.
  2. Estimated total cost of scripts.
  3. It would be especially nice if you got an actual estimate using the following
     - Seating capacity: 130
     - # of performances: 3
     - Admission price: $3

FOR THE FOLLOWING AREAS PLEASE INCLUDE AN OUTLINED PLAN OF EACH TECHNICAL ASPECT AND HOW MUCH MONEY YOU ARE BUDGETING THEM

- SET DESIGN
- COSTUMES
- PROPS
- PUBLICITY
- OTHER

AT THE END OF THE SECTION PLEASE INCLUDE THE TOTAL COST
1. What is this show about?

2. What is the purpose of performing this show and how do you plan to accomplish that?

3. How will this production differ from past productions of this show?

4. What are the technical requirements of this show? (We can’t stress this part enough - include plans)

5. What is the purpose of the director for this show and how will this help you accomplish your goals?

6. How will this show challenge you as a director? How will this show challenge the others in production in their respective roles (e.g. as actors, as designers, etc)? Is this important? Why or why not?

7. Please list past experience with the RC Players as well as past directing experience.