

Matthews Playhouse and African American Playwrights Group PRODUCTION PROPOSAL SUBMISSION GUIDELINES

Thank you for your interest in producing your work with Matthews Playhouse of the Performing Arts! Matthews Playhouse is a community based non-profit theatre committed to enriching the lives of children, adults, and families by inviting them to participate in the world of performing arts and education. As a part of this commitment, we are collaborating with the African American Playwrights Group to produce original works written by Black Indigenous People of Color (BIPOC) artists to be performed as a part of the 2022-2023 season at Matthews Playhouse.

The African American Playwrights Group, created by founder Vickie L. Evans, is a collaboration of African-American playwrights whose mission is to produce quality and excellent theater works in our communities and abroad. Working from the guidelines of the AAPG's "Playwrights on Parade" event, we are very excited to incorporate this project into our season and establish new relationships with community members.

For interested artists:

Matthews Playhouse is holding an open submission call for original theatrical works written by BIPOC playwrights. Submissions should include a cover letter and a 10-page selection of the chosen piece. This abbreviated version of the piece will be reviewed by a panel of judges. Out of all the submissions, four (4) will be chosen to continue to the next stage of the selection process. The chosen four (4) will be asked to develop their selection into a one-act version that will be produced as a staged reading in front of an audience and a panel of judges. The winning piece will be mounted as a fully realized production (either as a one-act or a full-length play) as part of the 2022-2023 season at Matthews Playhouse.

Proposals must be original works and submitted by the playwright. A playwright may submit proposals for multiple shows. The responsibility of casting and directing the pieces that are selected to perform as staged readings falls to the playwright, however Matthews Playhouse will provide resources and support as needed. The piece chosen to be mounted as a fully realized production will have additional artistic and technical support provided by MPH.

Selections should be submitted digitally. **There is a \$25.00 submission fee for each proposal.** This will contribute to the cost of the final production. The consideration process is outlined below.

- A selection of an original work written by a BIPOC artist, along with a proposal cover letter, should be submitted before the deadline of **January 31, 2022**. Proposals received after this date cannot be considered. Please visit matthewsplayhouse.com/playwrightsfestival to submit.
- Selections will be reviewed by members of the African-American Playwright Group and Matthews Playhouse staff. Playwrights will be notified of the four (4) selections chosen to be produced as staged readings by **February 18, 2022**.
- Staged readings of four (4) selections will take place on **April 30, 2022**. Rehearsals for these readings will take place the week prior. A panel of judges will attend the staged readings and select a winning piece to be produced as a fully realized show.

- The chosen work will be produced by Matthews Playhouse (**dates TBD**) with a total of six (6) performances taking place over two weekends.
- Please use the following guidelines when submitting your selection:
 - Use the template below to serve as the cover letter for your selection
 - Must be 18 years or older to submit
 - Length: A 10-page selection of an original work, single spaced, 12-point font in Times New Roman or Arial
 - Theme: Open/No Restrictions; submission should be in alignment with the African-American Playwrights Group and Matthews Playhouse of the Performing Arts mission statements
 - Actor Limit: 10 actors (can play multiple roles)

If you have any questions, please feel free to contact us at contact@matthewsplayhouse.com.
Thank you again for your interest, and we look forward to hearing from you!

Throughout this template, instructional text is provided in **red**. Fields that should be completed by the playwright submitting the proposal are provided in **green** and enclosed in brackets. Once the proposal is complete, please delete all instructional text and brackets. Please ensure that all sections of the proposal are completed prior to submission.

Production Proposal

[Insert Title of Show]

Proposed by:

[Insert Name of Playwright]

Playwright

Telephone: [XXX-XXX-XXXX]

E-mail: [insert address]

1 Introduction

This section should include a brief (1 paragraph) summary of the selection. At minimum, this should describe the following: the title of the show, biography for the playwright, general themes/topics addressed and the intended length of proposed show (one-act vs. full-length). Please do not include details about the production elements in this section.

[Insert text here]

2 Show Summary

2.1 Plot Synopsis

In this section please provide a plot synopsis; this may be as brief or as detailed as possible. Ideally, the summary should make clear the basic nature of the show – comedy, tragedy, drama, etc. Background information about the history of the show, and professional or personal development is useful but not required.

[Insert text here]

2.2 Casting Information

This section is intended to provide information about the actors needed for the production. It is recommended to provide brief descriptions of the principal role(s), with special emphasis on any roles that have extremely difficult or specific requirements.

This cast will include approximately [X] actors, including [X] adult males, [X] adult females, and [X] children. Specific principal roles are as follows:

Role Name (gender, age) – brief description of the role

Role Name (gender, age) – brief description of the role

Role Name (gender, age) – brief description of the role

2.3 Playwright's Notes

In this section, please describe the planned approach to this production. Possible questions to consider answering: Why have you chosen this particular show? How do you imagine it will look and sound? What aspects of the show are you hoping to emphasize? What are the unique challenges associated with this show and how do you plan on addressing those challenges? Feel free to be as brief or detailed as is necessary.

[Insert text here]