



Wilmington's Summer in the Parks Request for Proposals



Bringing Arts & Cultural Enrichment to Wilmington's Neighborhood Parks

Summary: The administration of the City of Wilmington, under Mayor Michael S. Purzycki, continues to collaborate with local arts organizations, while creating a safe and creative outlet for neighborhood youth during the summer months. Wilmington's Summer in the Parks presents a series of free community events to engage the City's youth and families and to strengthen our communities, while balancing with bigger entertainment events in the larger park venues.

On behalf of the City of Wilmington, The Grand Opera House acts as producer of this series, managing and coordinating the activities of regional artists and arts organizations to execute these events. Working in close partnership with the City's Parks and Recreation department, The Grand oversees programming, contract administration, scheduling of artists, and delivery of stipends, and serves as liaison with the City of Wilmington.

Arts participants benefit by these opportunities with exposure to new audiences, community engagement, self-promotion for other programming, and a positive, collaborative experience with the City of Wilmington.

Participating artists must support Summer in the Parks by including events in their own promotions. The official logo, copy, and website links will be provided. Additional marketing efforts will be coordinated with neighborhood street teams, civic associations, community organizations, and district representatives.

Locations and Scheduling, to be determined: The summer schedule will not be known until the final budget is approved. At this time, we are accepting proposals for arts activities in two categories: Daytime Programs for Children and Evening Events for Families. Summer in the Parks will begin no earlier than Monday, June 19, and will end no later than Friday, August 4. Please select the appropriate form for the type of event you wish to present and include the dates of your availability. Scheduling will begin by late April, with contracts administered through May. The entire program is planned for public announcement by June 1.

Daytime Programs for Children will take place at either 9:30 AM or 12:00 PM, Monday–Friday, in selected parks across the city. Evening Events must be designed to offer family-friendly entertainment options for Wilmington residents. All programs and events will take place outdoors, subject to weather conditions.

Program Requirements:

- 60 minutes of activity for daytime programs; up to 90 minutes for evening events. Each event must include some element of interaction with youth/families, such as a demonstration, instruction, and/or other hands-on activities in the performing or visual arts.
- High artistic quality with experienced artists, may include participation by the organization's existing students (e.g. summer camp final performance, exhibition of student art).
- Minimal production values: Due to the non-traditional venues, Summer in the Parks requires simplified production values. In general, The Grand Opera House will provide: folding tables and chairs, pop-up tents to protect from sun and light rain, electricity, and a small PA system (two outputs). Additional production requirements will be considered on a case-by-case basis. The Grand Opera House will provide pre-production consultation and on-site technical support, along with the agreed-upon equipment.

Stipends: Modest stipends are available for participating artists/organizations to cover direct costs associated with their activities (i.e. artist fees, supplies, materials, planning and activity time). Payment will be delivered at each event, pending completion of agreed services. A 50% cancellation fee will be paid to the artist if an event is cancelled due to weather conditions and cannot be rescheduled.

Please complete the attached form and submit your proposal to:

Pamelyn Manocchio, Director of Community Engagement - pmanocchio@grandopera.org
The Grand Opera House, Inc.
818 North Market Street
Wilmington, DE 19801
Fax: (302)652-5346

Deadline: Proposals must be received by Monday, April 24th at 5pm to be considered for 2017 summer programming. For more information, please call Pam Manocchio at (302)657-2153.



Wilmington's Summer in the Parks

ARTIST PROPOSAL

Proposals must be submitted by Monday, April 24th at 5pm.



Organization: _____

Contact Name: _____

Street Address: _____

City, State, ZIP: _____

Phone (cell / work / home): _____

E-mail: _____

Website/Link to work sample: _____

Type of Program/Event: Please check ONE. Artists may submit ONE proposal for each category.
[] Daytime Program for Children OR [] Evening Event for Families

Description of Activities: Must include interaction with youth/families (e.g. Instruction, Audience Participation, Q&A)

Best Age Range of Participants:

- [] 3-5 years old [] 6-9 years old [] 10-12 years old [] 13 and above

Max # Participants you can accommodate: _____

Please indicate if you are willing to combine your activity with another artist: [] Yes [] No

Availability: Please check all that apply.

- [] Week of 6/19-23 [] Monday Daytime Programs for Children:
[] Week of 6/26-6/30 [] Tuesday [] 9:30-10:30 AM
[] Week of 7/3-7 (no 7/4) [] Wednesday [] 12-1 PM
[] Week of 7/10-14 [] Thursday Evening Events for Families:
[] Week of 7/17-21 [] Friday [] 6-7:30 PM
[] Week of 7/24-28 [] Other time requested: _____
[] Week of 7/31-8/4

Production Requirements: (e.g. tables/chairs, electricity, PA system, etc.)

Stipend Requested: (May include artist fees, supplies, materials, planning and activity time) \$ _____

Professional artists/performers: _____ # Student artists/performers: _____

Please return this form to The Grand's Community Engagement Office:
E-mail: pmanocchio@grandopera.org Fax: (302)652-5346
Postal Mail: The Grand Opera House, 818 N. Market Street, Wilmington, DE 19801
Questions? Call Pam Manocchio at (302)657-2153.