



# GLOBAL CONNECTIONS

## ON the ROAD

grants of up to \$5,000 each to foster new relationships with international colleagues

## IN the LAB

grants of \$10,000 each to further pre-existing international collaborations

Funded by The Andrew W. Mellon Foundation  
Administered by Theatre Communications Group



# GLOBAL CONNECTIONS



## BACKGROUND

When TCG was founded in 1961, it provided connectivity and peer-to-peer learning opportunities for a handful of fledgling theatres across the U.S. Today, with the support of The Andrew W. Mellon Foundation, TCG continues to serve the professional not-for-profit theatre as the U.S. theatre movement becomes increasingly more global.

TCG's programs and services have included international activities for decades. In 1999, TCG expanded its global reach by taking on the role of serving as the U.S. Center for the International Theatre Institute (ITI). Recently, TCG identified Global Citizenship as one of its four core values (Artistry, Advocacy, Diversity and Global Citizenship), which underscores TCG's belief that the future of the U.S. professional not-for-profit theatre requires a connection to the international network of theatres, artists and other cultural leaders.

In recent surveys and field conversations, TCG has learned that the advantages of investing in cultural exchange are deep and wide-ranging, from providing audiences with new perspectives to promoting cultural and aesthetic diversity. In the twentieth century, visits by the Moscow Art Theatre, the Berliner Ensemble, Peter Brook, the Royal Shakespeare Company and others transformed traditional concepts of acting, dramaturgy and classical productions. The influence of Balinese puppet theatre, Tadashi Suzuki, African drumming and ritual, Augusto Boal—all these and more have helped shape and transform American theatre practice.

Today, there are more and more examples of international exchange between the U.S. theatre community and their colleagues in Latin America, Asia, Africa, the Middle East and Europe. As immigration patterns affect cities around the U.S., international exchanges and collaborations can help theatres to more directly connect to their communities, paving the way for deeper engagement and dialogue with audiences.

## PROGRAM DESCRIPTION

At the core of **GLOBAL CONNECTIONS** is the desire to build bridges between U.S. theatre professionals and their counterparts abroad, to identify theatre professionals who will further the growth and advancement of the field, and to create opportunities for the U.S. theatre field to engage in international conversations.

The program encourages reciprocity and cultural exchange throughout the world—recipients may use the funds to pursue activity abroad or to host international colleagues within the U.S. to pursue unrestricted travel and projects by professionals working in all aspects of theatre.

**The program offers grants through two separate initiatives:**

### ON the ROAD travel grants

This initiative will award six grants of up to \$5,000 each, per cycle, to foster new relationships with international colleagues that will inspire each other's work and aesthetics by creating opportunities for cultural exchange. This initiative is open to a broad range of theatre professionals from artists to administrators to those in production areas.

### IN the LAB project development grants

This initiative will award five grants of \$10,000 each, per cycle, to further pre-existing international collaborations by supporting residencies that either advance the research and development of a theatre piece or explore elements leading up to a full production. Projects do not need to result in a final mainstage production.

**ON the ROAD** grants are not prerequisites for the **IN the LAB** initiative. Recipients of other TCG grants are eligible to apply in this program. These grants will be awarded over three cycles. Recipients in Round 6 • Cycle A and Round 6 • Cycle B of this program are not eligible to apply in Round 6 • Cycle C and applicants can only receive one grant in Round 6. Please review the timeline for specific deadlines for each period of activity.

# GLOBAL CONNECTIONS

## BEFORE YOU APPLY

This program is primarily designed to support professional not-for-profit theatre organizations and practitioners. The panel will consider applications from non-producing, professional not-for-profit organizations whose proposals and history illustrate a commitment to developing new theatre-based work. To be eligible, all proposals from organizations (i.e., producing theatres, university and training programs, centers for new play development, artist service organizations and presenters) must include a professional theatre practitioner(s).

The program supports theatre in its broadest definition and recognizes that theatre practices across cultures in some instances incorporate music and dance. Proposals that are solely focused in other performance disciplines, including opera, dance and orchestral music will not be accepted. Cross-sector, cross-disciplinary and hybrid project proposals such as dance theatre and music theatre are accepted but must involve a theatrical component.

The program encourages travel to all parts of the world; however, TCG strongly advises against travel to areas where you and/or your collaborators may be in extreme personal danger, i.e. active war zones.

If you plan to travel abroad, we advise you to do a substantial amount of research before applying and to be rigorous in your thinking. Before identifying a country, you should be familiar with any required or suggested inoculations, travel advisories and restrictions that are in place. If you are planning on traveling to a politically sensitive area, we suggest that before beginning your trip you register with the U.S. Embassy in that country.

TCG and the funders of this activity shall not in any way be liable for any injuries, losses, damages or deprivations incurred during the course of your travels and participation in this program.

## TIMELINE

### Round 6 • Cycle A

**SEPTEMBER 13, 2017**  
NOON ET  
Application Submission Deadline

**WEEK OF**  
**NOVEMBER 27, 2017**  
Notification of Applicants

**JANUARY 15, 2018**  
Earliest Start Date for Activities

**JULY 31, 2018**  
All Activities Must be Complete

### Round 6 • Cycle B

**MARCH 22, 2018**  
NOON ET  
Application Submission Deadline

**WEEK OF**  
**MAY 21, 2018**  
Notification of Applicants

**AUGUST 1, 2018**  
Earliest Start Date for Activities

**FEBRUARY 28, 2019**  
All Activities Must be Complete

### Round 6 • Cycle C\*

**SEPTEMBER 18, 2018**  
NOON ET  
Application Submission Deadline

**WEEK OF**  
**NOVEMBER 26, 2018**  
Notification of Applicants

**JANUARY 15, 2019**  
Earliest Start Date for Activities

**AUGUST 31, 2019**  
All Activities Must be Complete

\* These Guidelines and Applications are for Round 6 • Cycle C only.

The timeline for Cycle C has been amended since the announcement of Cycle A and Cycle B.



# GLOBAL CONNECTIONS

## ELIGIBILITY

Eligible applicants must complete the Online Application Submission Form no later than the listed deadlines. Former recipients are not eligible to apply until all reports have been received by TCG and payments have been dispensed for previous **GLOBAL CONNECTIONS** grants. Previous recipients in this program are not eligible to apply in consecutive cycles.

Full-time students and curriculum-based projects are not eligible for this program. Part-time and/or PhD students, however, may apply. Proposals that are solely focused in other performance disciplines, including opera, dance, and orchestral music will not be accepted. Only one application per project may be submitted in each cycle.

### ORGANIZATIONS must meet the following requirements:

- 501(c)3 status (Fiscal sponsors are not allowed);
- History of developing and/or producing its own theatre work over the last three years;
- Location within the United States or its territories;
- Employment of at least one full-time salaried staff person at the time of application;
- All artists within the organization must be compensated a fair amount for their work, but it is not necessary for the theatre to use an Equity contract;

### INDIVIDUAL THEATRE PROFESSIONALS must meet the following requirements:

- Proof of U.S. Citizenship or Permanent Resident Status;
- Have a minimum of five years experience working in the not-for-profit theatre field with a history of developing theatre works within the last year;
- Capacity to implement the proposed activity as illustrated by previous projects of similar size, scope and structure.

### ADDITIONAL PROGRAM SPECIFIC eligibility requirements:

#### ON the ROAD

- All organizations and individual applicants must use funds to seek new relationships with artists from outside the U.S.;
- Requests for support to travel to meet with existing or previous collaborators are not eligible for this initiative of the program;
- Applications focusing solely on travel or scouting without a cultural exchange component will not be competitive.
- This initiative is open to a broad range of theatre professionals from artists to administrators to those in production areas.

#### IN the LAB

- All U.S. organizations and individual applicants must have a history of producing professional work or developing new work with professional artists from other countries, and illustrate a previous history of working together;
- Requests for support to develop projects with new collaborators are not eligible for this initiative of the program.
- Projects do not need to result in a final mainstage production.



# GLOBAL CONNECTIONS

## SELECTION PROCESS

## CRITERIA

TCG's core values of Artistry, Diversity, Activism, and Global Citizenship inform its programs and services for the not-for-profit theatre field. TCG believes in the equitable disbursement of grants throughout its programs to nurture and support an interdependent, inclusive, and sustainable theatre field.

Applications will be evaluated by an independent national selection panel of experienced theatre professionals with a background in international exchange. Panelists will review eligible proposals and select recipients based on the information provided in your application by using the following selection criteria:

- **Depth of the collaboration and quality of the artistic expression the theatres/artists involved are pursuing as illustrated by:**
  - Collaborations that are substantive in form and content;
  - A history of well-executed and well-produced theatrical work, demonstrating control of production values and technique;
  - Application narratives that are self-reflective/critical and demonstrate internal development and willingness to take risks, as appropriate;
  - Application narratives that reflect awareness of the history and contemporary practice of the field and its relationship to both.
- **Evidence of a commitment and ability to use the grant funds effectively to develop the proposed activity, as illustrated by:**
  - Theatre training and professional experience of participating artists and collaborators (formal or informal);
  - Interest and/or experience in international work or cross-cultural exchange by the applicant;
  - Clearly articulated plan to implement the proposed travel or project;
  - Appropriateness of the budget, time frame and capacity to implement the proposed activity;
  - Proven fiscal responsibility as illustrated by submitted materials;
  - If applicable, applicants must demonstrate the ability to raise additional funds for projects whose budgets exceed the maximum allowable grant request amount.
- **Potential to significantly impact and advance the work of the applicant, collaborator(s), and the larger field.**

## ONLINE APPLICATION INSTRUCTIONS FOR ORGANIZATIONS

Applicants for the **GLOBAL CONNECTIONS** program must select one of two initiatives (**ON the ROAD** or **IN the LAB**) and must apply as either an **ORGANIZATION** or as an **INDIVIDUAL THEATRE PROFESSIONAL**, **ON the ROAD** or **IN the LAB**. Please follow the instructions for each type of applicant.

### ORGANIZATIONS:

1. Apply via the **TCG Online Application Portal** at <https://www.tcg.org/Grants/GrantsAtAGlance/GlobalConnections/Description.aspx> by September 18, 2018, NOON Eastern Time. Choose the Online Application Form for Organizations and select the correct **GLOBAL CONNECTIONS** initiative (**ON the ROAD** or **IN the LAB**). Choosing the correct Application Form is important, because questions vary depending on the applicant type and initiative.
2. The **TCG Online Application Portal** will require you to upload the following files. Each file must be under 15 MB. Assemble the following files:

**File # 1: Fill out and complete the Excel Budget Spreadsheet provided in the appropriate application type.** NOTE: There are two tabs on the Spreadsheet—one is for the **ON the ROAD** initiative and the other is for the **IN the LAB** initiative. Please be sure to choose the correct tab. Please name your file as follows using your Organization's Name: **OrgName\_Budget.xls**

**File # 2: Organizations are required to submit annual fiscal information documenting financial performance.** While audits are strongly encouraged, 990s will be accepted from organizations with budgets under \$500,000.

Please name your file as follows using your Organization's Name: **OrgName\_Financials.pdf**

**File # 3: (optional for ON the ROAD applicants and REQUIRED for IN the LAB applicants)** Please consolidate all letters into one PDF for upload and name your file as follows using your Organization's Name: **OrgName\_Commitment.pdf**

**ON the ROAD** applicants are strongly encouraged to include letter(s) of commitment from artists, festivals and host theatres that they intend to visit. If the international artist(s) intend to visit the Applicant in the U.S., **ON the ROAD** applicants are encouraged to include letter(s) of commitment from the international artist(s) who will travel to the U.S. **IN the LAB** Applicants ARE REQUIRED to provide letter(s) of commitment. Please include English translations for letter(s) written in another language.

3. **Work Sample:** There will also be a section of the TCG ONLINE APPLICATION PORTAL where you will provide a video link to one work sample totaling 90 seconds. The work sample should come from the perspective of the Organization or Individual Theatre Professional applying for funding.
4. Failure to assemble the application materials properly may result in your application being considered ineligible for review.
5. Save the **Application Confirmation E-mail** as proof of submission. Applicants who cannot provide proof of application submission will not be eligible. If you do not receive an **Application Confirmation E-mail** within an hour of submission, please contact TCG at [global@tcg.org](mailto:global@tcg.org). NOTE: Confirmation emails will be sent from [mail@grantapplication.com](mailto:mail@grantapplication.com), so be sure to check your junk folder.
6. Applications will NOT be accepted after the deadline and must be submitted via the **TCG Online Application Portal**.

If your organization experiences leadership changes after submitting your application and before notification, you must contact [global@tcg.org](mailto:global@tcg.org).

## ONLINE APPLICATION INSTRUCTIONS FOR INDIVIDUAL THEATRE PROFESSIONALS

Applicants for the **GLOBAL CONNECTIONS** program must select one of two initiatives (**ON the ROAD** or **IN the LAB**) and must apply as either an **ORGANIZATION** or as an **INDIVIDUAL THEATRE PROFESSIONAL**, **ON the ROAD** or **IN the LAB**. Please follow the instructions for each type of applicant.

### INDIVIDUAL THEATRE PROFESSIONALS:

1. Apply via the **TCG Online Application Portal** at <https://www.tcg.org/Grants/GrantsAtAGlance/GlobalConnections/Description.aspx> by September 18, 2018, NOON Eastern Time. Choose the Online Application Form for Individual Theatre Professionals and select the correct **GLOBAL CONNECTIONS** initiative (**ON the ROAD** or **IN the LAB**). Choosing the correct Application Form is important, because questions vary depending on the applicant type and initiative.
2. The **TCG Online Application Portal** will require you to upload the following files. The file must be under 15 MB.
  - File # 1:** Fill out and complete the Excel Budget Spreadsheet provided in the appropriate application type. NOTE: There are two tabs on the Spreadsheet—one is for the **ON the ROAD** initiative and the other is for the **IN the LAB** initiative. Please be sure to choose the correct tab. Please name your file as follows: **ApplicantLastName\_ApplicantFirstName\_Budget.xls**
  - File # 2:** Individual Theatre Professionals are required to submit a one-page résumé/CV. Please name your file as follows: **ApplicantLastName\_ApplicantFirstName\_Resume.pdf**
  - File # 3:** (optional for **ON the ROAD** applicants and **REQUIRED** for **IN the LAB** applicants) Please consolidate all letters into one PDF for upload and name your file as follows: **ApplicantLastName\_ApplicantFirstName\_Commitment.pdf**

**ON the ROAD** applicants are strongly encouraged to include letter(s) of commitment from artists, festivals and host theatres that they intend to visit or if the international artist(s) intend to visit the Applicant in the U.S., **ON the ROAD** applicants are encouraged to include letter(s) of commitment from the international artist(s) who will travel to the U.S. **IN the LAB** applicants ARE REQUIRED to provide letter(s) of commitment. Please include English translations for letter(s) written in another language.
3. Work Sample: There will also be a section of the TCG ONLINE APPLICATION PORTAL where you will provide a video link to one work sample totaling 90 seconds. The work sample should come from the perspective of the Organization or Individual Theatre Professional applying for funding.
4. Failure to assemble the application materials properly may result in your application being considered ineligible for review.
5. Save the **Application Confirmation E-mail** as proof of submission. Applicants who cannot provide proof of application submission will not be eligible. If you do not receive an **Application Confirmation E-mail** within an hour of submission, please contact TCG at [global@tcg.org](mailto:global@tcg.org). NOTE: Confirmation emails will be sent from [mail@grantapplication.com](mailto:mail@grantapplication.com), so be sure to check your junk folder.
6. Applications will NOT be accepted after the deadline and must be submitted via the **TCG Online Application Portal**.

# GLOBAL CONNECTIONS

## GRANT PAYMENTS

## ALLOWABLE EXPENSES

Approved support from the **GLOBAL CONNECTIONS** program will be issued to the U.S.-based theatre or individual theatre professional in two installments: 75% of total amount awarded upon TCG's receipt of the signed letter of agreement and final 25% of amount awarded upon TCG's acceptance of a narrative and expense report from the recipient (including original receipts, for **ON the ROAD** recipients only). The U.S. recipient will administer all funds for collaborators from outside of the U.S. and funds may not be used to support a traveler's salary or artist's performance salary, royalty or fee (commission or other type). All travel must be based on the least expensive available fares. In the case of airfare, this is usually an economy class, nonrefundable, round-trip ticket. Only expenses incurred during the grant period are allowed. Expenses incurred prior to the earliest start date of activities or after the completion of activities date are not eligible for funding by this grant program.

**ON the ROAD** travel grants of up to \$5,000 may cover transportation, out-of-town living expenses and other expenses essential to fostering a new cultural exchange between U.S.-based applicants and their partners abroad such as: theatre tickets, documentation, research materials, communication costs, festival/registration fees, translation/interpreter services and/or visas.

**IN the LAB** project development grants of \$10,000 may cover expenses that either support residencies that advance the research and development of a theatre piece or explore elements leading up to a full production, but excluding commission fees, production and related administrative and marketing expenses. Allowable expenses include: artist compensation for research and developmental work associated with the generation of new work above and beyond normal production expenses, travel and transportation, out-of-town living expenses, research expenses related to the collaboration, rental of equipment and space for development and/or rehearsal, communication costs, documentation, translation/interpreter services and/or visas. Funds may be used to support research and development of a project during the grant period, up to, but not including, a full production.

## GRANT REQUIREMENTS

If a grant is approved, any change in plans must be requested in advance and approved in writing by Theatre Communications Group. A narrative and expense report outlining activities supported by the **GLOBAL CONNECTIONS** program must be completed and sent to TCG within 30 days of completing approved activities; forms will be provided by TCG. The reports will become a major resource for specific information about current work and best practices by colleagues outside the U.S. The accumulated knowledge and experience gained by these grants are of enormous value in furthering the **GLOBAL CONNECTIONS** program, TCG's international activities and those of the larger theatre field.

Applicants are encouraged to consult with their tax advisors and other resources, including the Artists From Abroad website ([www.artistsfromabroad.org](http://www.artistsfromabroad.org)) and the U.S. State Department's online resource for U.S. Embassies abroad ([www.usembassy.gov](http://www.usembassy.gov)) regarding visa and taxation information.



# GLOBAL CONNECTIONS

## ADMINISTRATION

Over the past 19 years, TCG has provided over 200 recipients with international travel grants and fellowships totaling more than \$800,000. Based on ongoing conversations with the field and the success of TCG's previous international grant programs, including the TCG/ITI Travel Grants, New Generations Program–Future Collaborations and the USIA/TCG International Theatre Partnership Program (U.S. and Latin America exchanges), TCG identified the need for an expanded initiative to serve as the field's primary resource for international work. In addition, many recipients of TCG's grant programs, including TCG Extended Collaborations, TCG Observerships, New Generations Program–Future Leaders, have used their financial support to engage in cultural exchange with colleagues abroad.

In this increasingly globalized age, geographically unrestricted travel grants serve an integral role in bolstering theatre's power and relevance as a universal art form and ability to unite communities. TCG is pleased to partner with The Andrew W. Mellon Foundation by developing and administering the **GLOBAL CONNECTIONS** program.

Founded in 1969, The Andrew W. Mellon Foundation endeavors to strengthen, promote, and, where necessary, defend the contributions of the humanities and the arts to human flourishing and to the well-being of diverse and democratic societies by supporting exemplary institutions of higher education and culture as they renew and provide access to an invaluable heritage of ambitious, path-breaking work. [www.mellon.org](http://www.mellon.org)



**Theatre Communications Group (TCG)**, the national organization for the American theatre, exists to strengthen, nurture and promote the professional not-for-profit American theatre. Its programs serve nearly 700 member theatres and affiliate organizations and more than 12,000 individuals nationwide. As the U.S. Center of the International Theatre Institute, TCG connects its constituents to the global theatre community. In all of its endeavors, TCG seeks to increase the organizational efficiency of its member theatres, cultivate and celebrate the artistic talent and achievements of the field and promote a larger public understanding of, and appreciation for, the theatre. TCG is a 501(c)(3) not-for-profit organization. [www.tcg.org](http://www.tcg.org)



Any prospective applicant seeking additional information is invited to contact [global@tcg.org](mailto:global@tcg.org).