Summer Jams 2020

17 Acts in 7 Nights
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## Summer Jams

**Artist Application & Guide**

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This Application & Guide is distributed free of charge. It is available online at WWW.MPAACT.ORG. Our guide is intended to function as a resource tool to facilitate communication between interested artists and MPAACT. MPAACT is in residence at the Greenhouse Theater Center 2257 N. Lincoln Ave. Chicago IL 60614 Mailing address: P.O. Box 10039 Chicago IL 60610. Executive Director Reginald Lawrence.
Dear Summer Artists,

We are pleased that you are interested in performing for MPAACT’s Jams Series. Summer Jams performance series was created to foster community among performance artists and to address a critical loss of affordable performance venues in the city of Chicago. Simply put— we want artists to thrive, and we’re willing to share our venue and resources in support of community.

Now entering it’s tenth season the Jams experiment began with the hosting of a few artists and the sharing of revenue. As the experiment evolves we’ve begun to host artists from around the country.

Summer Jams is an “open-booking” (non-curated) series. We are not the gate keepers of culture, we are fellow artists willing to create an environment where intimate, risky, personal, and provocative work can be explored. When we slate the series we look for a diversity of acts (theater, music, comedy, dance etc). We want our audience to come in night after night looking for something new and interesting. What we want most are artists with something to say. It also doesn’t hurt if you’re organized and focused as well. Those qualities are just as important as the art - as we forge a new partnership.

We are looking to fill 17 slots with acts for our upcoming Summer festival. If you are dedicated to your craft and willing to explore a new performance opportunity, we strongly encourage you to apply. We will be slotting the entire season at once. We believe this will assist the artists by providing ample time to gear up for their performances.

If you have been slated in Summer Jams in the past, feel free to submit for a slot once again. If you are new to the process, we extend a heart opportunity to join this event. New artists and veterans of the Jams - We welcome you, your work, and your professionalism. We look forward to seeing you at the theatre.

Summer Jams 2020
ABOUT MPAACT

When you go into any culture, I don’t care what the culture is, you have to go with some humility. You have to understand the language, and by that I do not mean what we speak, you’ve got to understand the language, the interior language of the people. You’ve got to enter their philosophy, their world view. You’ve got to speak both the spoken language and the meta-language of the people.

--Wole Soyinka

MISSION

MPAACT is a professional, not-for-profit, theater association founded in 1990. Our mission is to develop, nurture, and sustain original Afikan Centered Theater (ACT) as a multi-disciplinary art form of American Theater. ACT is a genre of artistic expression grounded in the many cultures and traditions of the Afikan continent and its Diaspora. With a vision focused upon new works and collaborative art, MPAACT shall produce, and educate, with the goal of bringing forth an understanding and appreciation of ACT and its inter-related disciplines.

MPAACT

Nurtured by a collective of like-minded individuals who shared an artistic vision, MPAACT has matured into a vibrant cultural institution. Our 29 seasons of work includes: mainstage productions, a playwright's laboratory, touring productions, original music, a publishing company (Sakhu Publications). From our artistic home, the Greenhouse Theater Center, 2257 N. Lincoln Ave, MPAACT has spent more than decades nurturing the voices of contemporary artists. With an ensemble of award winning writers, directors, actors, musicians, choreographers, and designers—MPAACT continues to join new work with new audiences.
Submission Deadline
Monday May 16, 2020
5 pm CST
Via e-mail to
SummerJams@MPAACT.ORG
Attention: Devonte Washington
Snail mail: P.O. Box 10039
Chicago IL 60610
Re: Solo Jams Submission

- Slotting will begin immediately so don’t wait until the last minute
- Application to Summer Jams does not constitute acceptance into the festival.
- MPAACT provides no lodging or travel accommodations for Summer Jams artists
- Expenses incurred in mounting a Summer Jam are solely the responsibility of the Artist. The producer assumes no liabilities, financial or otherwise, beyond those stated herein.
- Know what you are agreeing to do (Read this PDF completely)
- Application on page 13
**Performance Slots**

- **Monday**
  - July 27, 6:30p
  - July 27, 9:00p

- **Tuesday**
  - July 28, 6:30p
  - July 28, 9:00p

- **Wednesday**
  - July 29, 6:30p
  - July 29, 9:00p

- **Thursday**
  - July 30, 6:30p
  - July 30, 9:00p

- **Friday**
  - August 1, 6:30p
  - August 1, 9:00p

- **Saturday**
  - August 2, 2:30p
  - August 2, 5:00p
  - August 2, 7:30p
  - August 2, 10:00p

- **Sunday**
  - August 3, 2:30p
  - August 3, 5:00p
  - August 3, 7:30p
**YOUR SHOW**

- Your show should contain only content owned or authorized for use by you.
- Show length should be **no less than 40 minutes and no more than 75 minutes**.
- Set up time prior to performance shall not exceed 20 minutes
- Artists should be on site 1 hour prior to curtain
- Doors must open no later than 10 minutes prior to curtain
- All *Summer Jams* performances are a one night only affair (no more no less)
- No matter how many performers (or acts) **max performance time is 75 minutes**.
- **Honor the commitment** - We understand that life happens, but so do expenses. Keep your word – because we will certainly keep ours.

**PRODUCTION LIMITATIONS**

Your show is presented on the Summer Jams set. As such, there are a few limitations you need to know and accept.

- Keep it simple. It’s an intimate room – let the performance show off the performer, not the production designers and technicians.
- The set cannot be struck. It is fixed and immovable.
- The set cannot be damaged by your performance.
- *Summer Jams* comes with "house sound" and a Mac Computer. The program that runs production sound cues is called **QLAB**. All of your cues will be loaded onto our system for your performance. Show cues **WILL NOT** be run from a **Smart Phone**. These devices often fail either in power supply or firing.
- Cues should be wav or mp3 files. Bring them to your tech on a thumb-drive, dropbox, or cd). Multiple/composite cues should be separated. The program can fire multiple cues at once.
- MPAACT will provide a (one) programmer during the tech period for your show.
- The lighting (rep plot) cannot be altered. All cues must be built from the “Rep plot” and programmed. Additional lights cannot be added to the grid to supplement your show.
- One board operator will be provided for your performance.
- **All additional board ops** shall be provided **by the Artist** to run cues during the performance. (If you add video etc. bring additional ops to run those devices.)
- Scripted shows should bring 2 copies of the script for ops to assure show integrity.
- Sound and Lights are in separate parts of the booth and CANNOT be run by a single person.
- Additional Equipment. If you don’t test it in tech – be prepared for it to malfunction during your show. Tech rehearsal is intended for this purpose. New tech elements introduced immediately prior to your show may be incompatible with our Eq.
The Space, EQ, Staff & Technical Rehearsal

The Space

- 190 Seat modified proscenium
- Playing space * (10 feet high, 18 feet deep, 20 feet wide)
- *Set configurations vary from festival to festival
- Heated and air conditioned
- Dressing room available (shared)
- Backstage restroom
- Non-smoking facility
- No on-site storage is provided

The Equipment & Staff

- Power—standard 120v capacity
- Lighting (rep plot only) ETC board
- Sound from Mac book (QLab only) (No smart phones or cd’s)
- One technician provided by MPAACT
- All other operators provided by Summer Jam Artist
- Sound 8 channel board plus house speakers (3 5858 mics are available)
- Monitors in dressing room
- House Manager provided (rules strictly enforced)
- Box Office (according to normal business hours of operation)
- No Media services for audio or video recording are provided
- Additional sound, video, and or instrumentation may be used at the Summer Jams
  artists discretion and expense - provided that said does not compromise the integrity of
  the rep plot and SJ set, or exceed the capacities of the space.
- Determination of said shall rest solely with MPAACT.

Tech Rehearsal

- One technical rehearsal will be provided for each act. Multiple rehearsals are not possible
  - Rehearsal shall not exceed TWO (2) hours
  - Rehearsals are for "technical" needs- not for performance runs.
  - Rehearsal will be arranged with the technical director for Summer Jams.
  - Rehearsal cannot be conducted before Summer Jams begins.
  - A site visit can be arranged to see the space once load in begins.
## Collective Marketing

### Marketing and Promotion

The following promotional considerations to will be provided by MPAACT:

- Promotion on the MPAACT and Greenhouse websites.
- Featured promotion on the day of the performance.
- Curtain speech promotion during the season.
- Print materials for distribution (typically 4x6 postcards).
- A marquee poster for Summer Jams.
- Shared Playbill distributed in all performances including.
- Media listing consistent with the SJ production.
- Twitter, Facebook, and constant contact distribution.
- Ticket link that can be imbued in social media.
- Networking with other Jam Artists.
- Professional photography and video performance documentation service packages are also available for an additional charge.

### The Playbill

There is a combined Playbill for the Summer Jams artists. As such - our print deadlines come up quickly and are rather inflexible. We need a few things within a week of acceptance into the festival:

- A headshot (300) dpi or greater (Digital)
- A finalized title.
- Artist information (How you wish your name to appear on printed/digital materials).
- A biography 125 words or less for the program and press.

### Marketing Restrictions

- Any independent marketing should be shown/shared/approved with MPAACT’s Marketing Director (Jelani Pitcher) prior to usage.
- MPAACT’s logo and the Summer Jams Logo should never be utilized without the express consent of MPAACT’s Marketing Director.
- As the Summer Jams series is a non-curated event—no promotion connection between the Jams artists/their production and MPAACT should be stated or implied, beyond the Summer Jams event.
- *Summer Jams* is produced by MPAACT—not individual performances. Do not misrepresent the relationship.
- MPAACT’s producer credit is not extended to Summer Jams artists.

### Personal Marketing

- It’s best to think of this endeavor as a co-operative with several partners. Communicate with MPAACT—keep us informed of how you are “working” your show promotion. Do the same with the other artists that you partner with in cross promotion. Follow the golden rule (Do unto others) and things tend to work out quite nicely.
- The Greenhouse Theater Center is our host venue—respect the building, the staff, and the relationship.
- Tickets are only issued through the Greenhouse box office. Come to us with problems—not the box office. They can’t accommodate 17 separate artists and their requests.
The Box Office

- The box office is owned and operated by the Greenhouse Theater Center.
- Business hours are set by the Greenhouse
- The box office will sell tickets in advance and on the performance date— from the moment the shows are posted.
- The box office takes cash, and major credit cards (Greenhouse fees apply). Personal checks are not accepted.
- Hard ticket and electronic ticket sales will be handled solely by the Greenhouse Theater Center.
- Do not print tickets, vouchers, or any ticket substitute. They will not be honored by the box office.
- Physical tickets will only be printed at the Greenhouse Box office
- The Box office phone number is 773.404.7336

Ticket Pricing

- *Summer Jams* tickets will have a **face value of no less than $20**
- With box office fees the actual ticket cost will be more
- The setting of ticket face value (price), above the $20 minimum is solely reserved for the artist.
- Variable/adjustable ticket pricing is not available except as outlined in the Discounted Ticket paragraph.
- Ticket Links will be provided to the Greenhouse box office. These links connect directly to your shows online sales.
- You can use (embed) these links in your digital marketing efforts as well.
- MPAACT will also provide a link to ticketing for Summer Jams on our website.

Complimentary Tickets

- The box office will not handle comp ticket requests from individual artists. Comp tickets should only be requested through MPAACT. The box office assess a fee of $1 per comp ticket.
- Comp fees (from the box office) will be deducted from the artists final settlement.
- Please keep them to a minimum. Excessive complimentary tickets will sharply reduce your earning potential.
- Comp should be requested no less than 72 hours in advance.
- Comps will only be issued from the box office. There will be no “walk-ins” on the day of the performance. **No guests will be seated without a ticket**, regardless of their connection to the artist. This is to protect your financial interests.

Discounted Tickets

- Single tickets will only be sold for the face value listed.
- Do not make deals with individuals regarding ticket pricing. The box office will not honor them.
- Group Sales are available for parties of 10 or more.
- Group sales can only be purchased in advance.
- For group sales info contact Devonte Washington at SummerJams@MPAACT.org
The Gate for *Summer Jams*  
(What happens with the money?)

- All revenue will be collected by the Greenhouse Theater Center Box Office.
- At the close of the business week, the Box Office will issue an earning statement to MPAACT.
- MPAACT will forward the Artist a digital copy of the box office statement.
- This statement will contain the total tickets sold, the amount, price code etc for the event.
- The Greenhouse will retain the first $150 of the gate
- All monies collected (excluding box office/credit card fees) in excess of $150 will be split evenly by MPAACT and the Artist.
- If the gate fails to exceed $150 The Greenhouse will retain the gate.
- The artist will NOT have to cover any shortfall should the gate fail to reach $150, that shortfall will be paid by MPAACT.

Settlement  
(When do I get my money?)

- Settlement will be made on the Friday immediately following the festival (August 7, 2020)
- There is only one disbursement date for everyone—so plan your expenses carefully as we will not be able to make early payments for hardship cases.
- The Box office holds all revenue against charge back etc. Revenue will literally be tied until the settlement date.
- Checks will be issued to the artist in their legal or corporate name. Income will be reported to IRS as required by law.
- Only one check will be issued per act—made payable in the name of the artist/corporation that made the (accepted) Summer Jams application.
Cancellations for *Summer Jams*

- Artists will submit a $200 refundable deposit.
- Should the Artist cancel the performance for any reason, the deposit shall be forfeit in its entirety to offset expenses accrued in space, personnel, and marketing.
- The deposit is due on or before May 20th.
- Acts failing to submit their deposit are subject to removal from the festival program.
- *Summer Jams* performances cannot be re-scheduled.
- A substitute act cannot be added to the slot by the cancelling artists. A remedy (if any) in that regard shall be solely addressed by MPAACT.
- A cancelled act surrenders all claims to settlement or remuneration of any kind for the cancelled performance(s).
- Advance ticket sales will be refunded to the purchaser.
- Bottom line—don't cancel - its bad for everyone involved.

**MANDATORY MEETINGS AND WAIVERS**

**Meeting**
- Once we have everyone confirmed we will convene a meeting of all of the artists in the festival.
- The goal of the meeting is get the artists working together in community, mutual support, and as much cross promotion as we can generate.
- Date and Time TBA

**Waivers**

The artist shall grant the producer the right to take promotional photographs for the production and use them in any way necessary to promote the production, document the history of the company for any promotional brochures and/or commercial venture without compensation to the artist for use of same.

The artist agrees to never smoke in the theatre or rehearsal facility except in designated areas, or bring, or use illegal drugs in the theatre or rehearsal facility, and additionally shall never come to a rehearsal or performance impaired due to the consumption of alcohol, or illegal drugs, or otherwise perform contractual duties while impaired from use of same.
**Summer Jams Application Form**

*Form not required Submission info — see page 5*

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**About You**

Name (Full Legal) ___________________________________________________________________

Stage Name (if applicable) ___________________________________________________________________

Home City ___________________________________________________________________

E-mail Address ___________________________________________________________________

Phone contact # ___________________________________________________________________

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**About Your Show**

Name of show ___________________________________________________________________

Artistic Discipline ___________________________________________________________________

Show Description

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Production History (if applicable) ___________________________________________________________________

Your pitch (Why you want to Jam with us) ___________________________________________________________________

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**Your Dates**

4 dates—Slots spanning 4 days (See page 6)

Pref #1 ___________________________  Pref #3 ___________________________

Pref #2 ___________________________  Pref #4 ___________________________