



# ArtsEverywhere@CDC

## Open Call Briefing



# Project Brief

# 1. Programmes suitable for general audience with fringe activities; strong interactive and engagement elements

- Programmes that are accessible and provide opportunities for the community to participate and connect with one another during the pre-show fringe activities or as part of audience engagement during performance.
- Fringe activities are intended to draw in the crowds and engage audiences in hands on art making and growing awareness of art forms.
- Examples include *Drum circles*, *Dance workshops*, *Craft Activities*



Samba Percussion Workshop by Philharmonic Wind Orchestra



Drum Circle by NADI Singapura



Hands-on Indian drumming as part of fringe activities and sensory pack as part of audience interaction segment by Brahmastra





## 2. Engagement activities that coheres with the performance; educates on artform, arts group, and/or culture



Crane origami, bird flute and Indian dance gestures as part of audience immersive journey in yIN Harmony's *A Bird's Journey* performance.



Paper Tanjak by NADI Singapura



Make Your Own Ruan Qin Fan and Art Installation by Didier Ng & Cherie Ng





# 3. Translation, sing-along sessions and quizzes



Translation of lyrics by NADI Singapura; and sing-along sessions by Ding Yi Music Company

# 5. Programme Format and Technical Specifications

Applicants can submit a maximum of 2 proposals ranging from large to small scale performances. These may be new/existing performances adapted to fit a 30 - 45min schedule + fringe activities.

Differentiating between large-scale and small-scale performances :

Programme	Format	Set-Up	Group Size
<b>Large scale</b>	<ul style="list-style-type: none"> <li>• 2 sets of 30 - 45 mins performances</li> <li>• Up to 2 fringe activities</li> </ul>	<ul style="list-style-type: none"> <li>• Minimally 4hrs stage setup including soundcheck</li> <li>• Stage of 10m (l) x 5m (b) x 0.6m (h) with backdrop</li> <li>• Comprehensive AV system which includes an audio mixer with up to 32 channels*.</li> <li>• Basic lighting*</li> <li>• 4 standard tables (1.2m x 0.6m) and 20 chairs for the fringe activities</li> <li>• Chairs and music stands on stage for musicians</li> <li>• Emcee provided</li> </ul>	<ul style="list-style-type: none"> <li>• &gt;8 pax</li> </ul>
<b>Small scale</b>	<ul style="list-style-type: none"> <li>• 2 sets of about 30 mins performances</li> <li>• 1 fringe activity</li> </ul>	<ul style="list-style-type: none"> <li>• &lt;1 hour set-up time.</li> <li>• Stage size of 4.8m (l) x 3.6m (b) x 0.3m (h)</li> <li>• Basic AV system which includes an audio mixer with up to 16 channels*.</li> <li>• 2 standard tables (1.2m x 0.6m) and 10 chairs for the fringe activities</li> <li>• Chairs and music stands on stage for musicians</li> <li>• Emcee provided</li> </ul>	<ul style="list-style-type: none"> <li>• &lt;8 pax</li> </ul>

*\*Alternatively, applicants may engage their own vendors for sound, lighting and additional logistic requirements. Please factor these costs into the budget proposal.*



# 6. Examples of mid to large scale & small-scale programmes

## Large scale performances



Performance by Ding Yi at Heartbeat@Bedok

## Small scale performances



Performance by SSO at Raffles Hotel



Theatre performance by Sweet Tooth



Performance by Phil Brass at Yew Tee



c.o.o.e at Vivocity as part of SAW x PASSionArts



Dance performance by ScRach MarcS

# 7. Schedules

- Schedules will be discussed with successful applicants upon notification, subject to suitability and availability of venue.
- Successful applicants may be programmed for up to 5 shows/activations at up to 5 venues.
- Each programme can be repeated at different venues.

## Example of Programme Schedule per activation:

### Large Scale Performances

(est. 4 hours engagement with the community)

Night before OR 10AM: Set-up + Sound Check

#### Set 1

3.00PM: Fringe activities

4.00PM: Performance by arts group

4.30PM: Meet-and-greet with the artists

BREAK

#### Set 2

5.00PM: Fringe activities

6.00PM: Performance by arts group

6.30PM: Meet-and-greet with the artist

7.00PM: End of programme

10.00PM: Tear-down complete

### Small Scale Performances

(est. 3 hours engagement with the community)

2.00PM: Set-up + soundcheck

#### Set 1

3.00PM: Fringe activities

3.30PM : Performance by arts group

4.00PM : Meet-and-greet with the artists

BREAK

#### Set 2

4.30PM : Fringe activities

5.00PM : Performance by arts group

5.45PM : Meet-and-greet with the artist

6.00PM : End of programme



# 8. Venues

- Performance venues are usually street-level spaces, either outdoors or in semi-sheltered venues. Some of these venues may have LED screens which you may use to enhance the programme.
- Tentage will be provided by CDCs for mid to large scale performances in outdoor venues which requires complex staging and technical requirements.
- Programmes may be held in conjunction with other events by People’s Association and their grassroots committee. Groups are allowed to bring their own collaterals and promotional materials.
- Performances will be matched with venues based on availability of the artists and suitability of the spaces for the performance.



NADI Singapura, Our Tampines Hub, NE CDC



Ding Yi Music Company, Heartbeat@Bedok, SE CDC



yIN Harmony, Bukit Gombak, SW CDC



The Purple Symphony, Toa Payoh HDB Hub, CS CDC



PhilBrass, Hardcourt near Yew Tee MRT, NW CDC



Brahmastra, Wave Plaza, Jurong Lake Gardens, SWCDC

# FAQs



## **1. Who is eligible to apply for the open call?**

The Open Call is open to individual practicing artists, or collective of artists who are Singaporeans or Permanent Residents; or organisations registered in Singapore whose core business is the arts. For arts groups/collectives or organisations, at least half of the members/cast/artistic team must be Singaporean Citizens of Permanent Residents.

Artists from all art forms may apply. Applicants may choose to partner with other artists to execute the performances.

## **2. What is the schedule of events for ArtsEverywhere@CDC?**

This open call is for arts programmes for April 2025 – March 2026. Each month, there will be about 10 ArtsEverywhere@CDC programmes across Singapore, with 2 programmes at each of the 5 Community Development Councils. However, the exact number of events and event types (i.e. small scale or large scale) will be dependent on venue availability.

Each awarded applicant will be scheduled for up to 5 performances (2 sets in each performance) between April 2025 – March 2026.

### **3. When will we know the dates and times of the performances?**

Performance venues will be secured by the CDCs. Dates and times are dependent on venue availability. Awarded applicants will be notified of their allocations 3 months prior to each performance.

Applicants are encouraged to indicate their availabilities in the application to aid the programming process.

### **4. Is it compulsory to offer accompanying fringe activities with the performances?**

Yes, each performance must include accompanying fringe activities that can be conducted for up to 50 participants per set. Applicants may choose to partner with other artists to execute the fringe activities.

### **5. What is the audience capacity for each performance?**

Each performance targets an estimate of 200 audience members. Due to the nature of the venues, transient crowds are to be expected.



## **6. Must the programmes be conducted in English?**

The performances and fringe activities may be conducted in any language. However, as ArtsEverywhere@CDC reaches out to diverse communities in the heartlands, translations should be provided to ensure that the programme is inclusive for everyone.

## **7. Can the programme be modified across different performances, or must the programme be fixed?**

Some variations to the programme may be allowed (e.g. adjusting setlists according to festive seasons) and applicants are required to clearly indicate the programme deliverables and nature of the variations in the application for assessment purposes. Scheduling of performances are determined by the type of venues, which are mostly street-level spaces, either outdoors or in semi-sheltered venues.

## 8. What technical equipment can be provided by NAC / PA?

For large scale performances, the following set up will be provided:

- i. Stage of 10m(l) x 5m(b) x 0.6m(h)
- ii. Comprehensive AV system which includes an audio mixer of up to 32 channels (applicants to specify the number of mics, monitors / IEMs, DI's etc. required for the performances in the technical rider)
- iii. Basic lighting
- iv. 4 standard tables (1.2m x 0.6m) and 20 chairs for the fringe activities
- v. Chairs and music stands onstage will also be provided (applicants to specify the quantity required in the technical rider)

For small scale performances:

- i. Stage of 4.8m(l) x 3.6m(b) x 0.3m(h)
- ii. Basic AV system which includes an audio mixer of up to 16 channels (applicants to specify the number of mics, monitors / IEMs, DI's etc. required for the performances in the technical rider)
- iii. Basic lighting
- iv. 2 standard tables (1.2m x 0.6m) and 10 chairs for the fringe activities
- v. Chairs and music stands onstage will also be provided (applicants to specify the quantity required in the technical rider)

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NAC can increase the number of microphones, stage monitors/IEMs, DIs etc. where required, but please note that this is dependent on the number of audio channels available for the different event types (32 channels for large scale events; 16 channels for small scale events).

If applicants require specialised equipment that is not within NAC's provision, the cost can be factored into the budget and provided for by the applicant should they be awarded.

Alternatively, applicants may engage their own vendors for AV equipment and additional logistic requirements. Applicants who do so are to include these costs into the budget proposal.

## **9. What should be included in the budget proposal?**

Applicants are to include the following in the budget proposal:

- i. Honorarium for artists / arts groups
- ii. Production Costs (e.g. sets, props, costumes, rental of music instruments, rehearsal venue rental, technical / logistical services)
- iii. Project Management Fee
- iv. Miscellaneous Costs (including Auditing Fee)

The budget proposal should reflect the cost of one performance set with fringe activities. Please also indicate in the budget if there are items that are costed on usage/service per day (i.e. the cost of the item will not increase if 2 sets are performed). Examples include project management fees, technical crew or equipment rental.

Awarded applicants will be paid for every set performed.

## **10. Is it mandatory to submit a Statement of Accounts, and when should it be submitted?**

All successful applicants will be required to submit a Statement of Accounts, certified by an accountant registered with the Institute of Singapore Chartered Accountants (ISCA) or equivalent international body, for project funding above \$10,000. Applicants with project funding below \$10,000 are required to submit expenditure receipts for verification. The Statement of Accounts / expenditure receipts are to be submitted within two months of the final performance.

## **11. Can applicants accept additional funding / sponsorship from other organisations?**

Double funding is not permitted and programmes supported by other funding schemes are ineligible for this open call. We would also discourage in-kind sponsorships to avoid any potential conflict of interests. As such, please factor in all necessary costs in the budget proposal.

Major Company applicants should note that the programmes submitted for ArtsEverywhere@CDC should be over and above existing Major Company programmes.

## **12. When will the funding be disbursed?**

Funding will be disbursed in tranches with the final tranche disbursed upon submission and acceptance of the Statement of Accounts / expenditure receipts.





NATIONAL ARTS COUNCIL  
SINGAPORE

**Thank you!**

