



Commissioning Performing Arts Productions 2024 - 2026

Regulation

1. Objective

The Cultural Affairs Bureau, hereinafter referred to as "Organizer", is launching a new edition of local performance commissioning projects, supporting potential stage works to be performed between 2025 and 2026. The project aims to promote the subsequent development of artistic works and foster the development of the performing arts and cultural industries.

2. Target

The eligible applicants are as follows:

- 2.1 Macao S.A.R. Resident Card holders aged 18 or above.
- 2.2 Local company registered in Macao S.A.R., with more than 50% of their capital owned by Macao S.A.R. residents.
- 2.3 Local associations registered in Macao S.A.R.

3. Productions' Specifications

- 3.1 Production Categories: Musical, Drama, Dance, or Children's Programs.
- 3.2 Number of Commissions: up to 6 productions
- 3.3 Submissions must be in one of the following forms of creation and must have their premiere held within the specified period. The Organizer will coordinate the allocation of specific time slots to be determined in conjunction with the respective producers. The details are as follows:



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Forms of Creation		Period of premiere
1.	A brand new production which has never been premiered	Third quarter of 2025 to fourth quarter of 2026
2.	Adaptations of existing works (literature, performance, visual arts, folklore, etc.) transposing its original art form or approach into the performing arts	
3.	A revival of a previously staged production that will be considerably revamped artistically	Second quarter of 2025

3.4 Productions should target either regular audience or young and family audiences, fulfilling the following length requirements:

Target Audience	Length
Regular audience (commonly accepted as productions devised for adults that could be nonetheless attended, although not necessarily, by audience aged six or above)	60 to 120 minutes
Young audience and family	45 to 90 minutes

3.5 Applicant must incorporate a creative collaboration with a non-local collaborator from different artistic disciplines who should participate in the conception process (e.g. choreographer, composer, designers, dramateurs, etc) catalyzing creativity, exploring new ideas, novel artistic discourses and approaches.

3.6 Applicants are required to deliver the guaranteed number of performances stated in their proposal and may further be engaged by the Organizer to deliver up to the maximum of optional performances thereof stated.

4. Proposals submission deadline

08 Sep 2024

5. Eligibility

5.1 Applications can be submitted by all eligible entities as described in clause 2.

5.2 An individual applicant shall either be the core creator (e.g. director, choreographer, musical director) or the producer specified in the proposal.



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- 5.3 At least half of the main creative members (e.g. director, choreographer, composer, musical director, designers and main performers) shall be local residents.
- 5.4 Applicant must designate one producer whom shall be responsible for all administrative and managerial aspects of the entire project, with at least two years of performing arts management experience and should have been the producer, of at least, three stage productions.
- 5.5 Cultural Affairs Bureau's staff shall not join this project.

6. Supporting services and facilities provided by Organizer

- 6.1 The Organizer will make the following venues available for the production, in accordance with the specifications mentioned in the selected proposals:
 - Performance: Either CCM Small Auditorium (approximately 400 seats) or Black Box theatre (approximately 140 seats).
 - Rehearsal: CCM Rehearsal Rooms.
 - The availability of venues, technical staff and respective equipment is limited and shall be determined in conjunction with the Organizer.
- 6.2 Different full production costs are provided according to the type of performance. The amount is capped and shall not exceed the recommended budget of the relevant production. The specific details are as follows:
 - 6.2.1 Musicals: Production costs of up to MOP 900,000.00.
 - 6.2.2 Other types of performances: Production costs of up to MOP 650,000.00.
- 6.3 Conception and implementation of a comprehensive marketing communication plan, involving image design, development of verbal, aural and visual marketing content and respective promotion and communication.
- 6.4 Ticketing and front-of-house services for the production, whereas financial returns generated by the box office shall be retained by the Organizer.

7. Selected applicant responsibilities

- 7.1 Selected applicants must be responsible for the hiring cost of their staff, namely performers, creative team and production crew, and for the conception and building of



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- the physical production, including sets, costumes, props and any other items necessary for the proper presentation of the production.
- 7.2 Selected applicants shall absorb all costs pertaining to the hiring of technical equipment and respective operation required for the production that are beyond the provisions made available by the Organizer under the specifications of clause 6.1 hereof.
- 7.3 Selected applicants shall clear all the copyrights involved in the production.
- 7.4 If the content in application form and annexes (including but not limited to text, sound and video of the relevant project) involves any inappropriate elements that are contrary to good customs, moral and ethics or harmful to the public interest and social harmony, the Organizer has the right to reject the application and will not proceed to the assessment process. Where a case is not governed by these regulations, the Organizer reserves the right to handle all such cases.
- 7.5 If the content in application form and annexes (including but not limited to text, sound and video) involves violations of the “Law on Safeguarding National Security” enacted by the Macao Special Administrative Region government or other laws/guidelines or if they are in any way detrimental to the image of the Macao Special Administrative Region Government or any harm to national or regional relations, the Organizer has the right to reject the application will not proceed to the assessment process.
- 7.6 Applicants must guarantee that all performers and staff involved in their productions are providing their service legally, and must take responsibility for their local and non-local staff and performers’ accommodation, transportation, per diem, meals, accident insurance and taxation. Applicants must provide suitable lodging arrangements for their performers and staff during the programme period.
- 7.7 Selected applicants shall obtain all necessary documentation for the proper entry into the Macao SAR of all non-local creative and production members prior to their arrival and be responsible for the respective delivery of service.

8. Application Documents

- 8.1 When submitting the project proposal and upon being informed of selection, the applying entity must submit the following documents according to their application format:



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8.1.1 Macao SAR residents:

- A copy of Macao SAR Resident Identity Card.
- Upon being informed of selection, selected applicants are required to submit a copy of the Salaries Tax Group 2 Initial Registration/Amendment Form (M1/M1A).

8.1.2 Companies:

- A copy of the latest “Informação escrita de registo commercial (Busca)” issued by Commerce and Movable Property Registry
- Documents proving the eligibility as stated in clause 2.2 of the application requirements (such as identification documents of company shareholders).
- After being informed of selection, applicants shall submit copy of proof of payment of business tax for the year in question (i.e. Form M/8) or a copy of Form M/1 New Registration/Amendment Form for newly registered companies as an alternative.

8.1.3 Associations:

- A copy of the association's bylaws published in the Official Gazette of the Macao SAR
- Registration Certificate of the association issued by the Identification Services Bureau
- After being informed of selection, applicants shall submit copy of proof of settlement of business tax for the year in question (i.e. Form M/8) or a copy of Form M/1 New Registration/Amendment Form for newly registered associations as an alternative.

8.2 Should any of the documents stated in clause 8.1 be missing, applicants must submit the required documentation within the deadline set by the Organizer. Should applicants fail to submit the required documents within the given deadline, the Organizer reserves the right to annul the application.

8.3 An information session of the project will be held at the Cultural Affairs Bureau, Macao on 09 Jul 2024 at 19:30. Interested participants may contact our staff, Mr. Wong at 8399 6374 for enquiries and registration.



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- 8.4 Proposals shall be submitted following the application form attached, furnished with all required documentation.
- 8.5 Applicants should carefully read the instructions and all requested attachments stated in each section of the application form, complete it in Chinese, Portuguese or English and initial the bottom right corner of each page of the application form submitted.
- 8.6 The content of the application form shall not violate copyrights nor any other rights of a third party, including verbal, aural or imagery content.
- 8.7 Applicants agree and shall abide by these regulations.
- 8.8 Submitted documents will only be used for selection purposes and will not be returned.

9. Selection timeline

Application Deadline : 08 Sep 2024	Applications shall be submitted digitally on or before 08 Sep 2024 . <ul style="list-style-type: none">All application documents should be submitted via email to cpap@icm.gov.mo with each proposal to be notified with a confirmatory email attesting the safe reception of the application. Participants shall contact Mr. Wong at 8399 6374 or kcwong@icm.gov.mo in case such confirmation email is not received.<ul style="list-style-type: none">- Non-confirmed submissions by email will be considered void;- Should attachments exceed 10 MB, please upload files, such as video clips or photographs, to an online file sharing platform and provide a link by email for the organizer to download;All documentation shall be formatted into readily printable versions.Please head the proposal as “Attn: Cultural Affairs Bureau – Commissioning Performing Arts Productions 2024-2026”.
Stage 1 Short-listing Oct 2024	<ul style="list-style-type: none">Programmes will be assessed and shortlisted by a jury based on the criteria listed on clause 10.Shortlisted applicants will be contacted by Nov 2024.
Stage 2 Pitching Nov 2024	<ul style="list-style-type: none">Shortlisted applicants will be invited to pitch their proposals to the jury.Pitching is compulsory, and if a presential session is unfeasible, applicants may opt for a video conference.



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	<ul style="list-style-type: none">Applicants who fail to pitch their project will relinquish the selection process.
Selection Dec 2024	<ul style="list-style-type: none">Selected applicants will be announced by Dec 2024.

10. Selection Criteria

10.1 The selection process is conducted in two stages by the jury panel.

- Stage 1 –Short-listing: accounts for 70% of the total score;
- Stage 2 –Pitching: accounts for 30% of the total score;
- The maximum number of finalists is 6 and their total score must be 70 points or above (out of 100).

10.2 Stage 1 –Short-listing accounts for 70% of the total score: the proposal will be assessed based on the following sub-scales and proportions and the highest scorer (up to a maximum of 12) will be shortlisted for the pitching stage. The shortlisted applicants must achieve a score of 40 or above (with 70 being the full score):

Creative concept and performance content “Creativity and uniqueness in form and subject matter”: 15% “Degree of achievability of the Proposal”: 15% “Relevance to cultural characteristics of Macao”: 5%	35%	Total 70%
Creative team “Previous performance experience and evaluation”: 10% “Artistic breakthroughs brought about by collaborations with non-local artists: 10%	20%	
Project Budget	10%	
Programme Development Potential and Feasibility of Re-enactment	5%	

10.3 Stage 2 –Pitching accounts for 30% of the total score: The jury panel will conduct interviews with the shortlisted candidates and evaluate them based on the following sub-criteria and proportions, with full score of 30:

Clarity of the concept and content of the work	15%	Total 30%
Feasibility of the project execution	15%	



11. Contracting & payments

- 11.1 Upon the selection process, a production agreement shall be signed between the respective applicant and the Organizer.
- 11.2 Selected applicants will be financially supported with:
- 40% of the production budget upon agreement signing,
 - 40% of the production budget three months prior to premiere,
 - 20% of the production budget upon the premiere and submission of respective report.
- 11.3 Selected applicants who fail to publicly perform the production within the established date shall reimburse the Organizer for all the hitherto financial support.

12. Project specifications

- 12.1 Up to 6 proposals will be selected and commissioned. The Organizer reserves the right not to select any proposal should it consider all substandard.
- 12.2 Applicants shall be responsible for all costs to garner the necessary resources and equipment pertaining the conception, elaboration and delivery of both the proposal and the pitch session.
- 12.3 Once selected, the main creative team members (eg. director, choreographer, music director, playwright, composer or main performers) and producer shall not be altered without prior consent of the Organizer.
- 12.4 The Organizer holds the exclusive right over the premiere of the selected works. Within the five years following the premiere, both the Organizer and the selected applicants jointly hold the performance rights. During this period, neither party may independently restage the work without the consent of the other party.
- 12.5 Within five years after the premiere, the Organizer will arrange for the restage of the work locally or overseas, depending on the circumstances. The selected participants must cooperate to complete at least one restage. The resources involved in the restage, such as venues, production costs, transportation, accommodation, etc., will be discussed separately based on the actual situation.



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- 12.6 Organizer will assist in collaborating with event curators in other regions to identify investors, producers, distributors or partners to seek resources for the restaging the works.
- 12.7 Five years after the premiere, selected applicants possess exclusively thereafter all the copyrights of its programme and are free to restage it after notifying and crediting the Organizer in all promotional materials and the house program with the Organizer's logo and the following written acknowledgement: "Work commissioned by the Cultural Affairs Bureau of the Macao S.A.R. Government".
- 12.8 To ensure the uniqueness and public appeal of the production, the main creative team members, namely director, choreographer, music director, playwright, composer or main performers of the selected proposals, shall not present any performance at Macao Cultural Centre during the period commencing two months prior to and until one month after the premiere of the production.
- 12.9 Selected applicants shall follow the arrangements and must complete the production and premiere in accordance with the parameters of the proposal and the Organizer.
- 12.10 Selected applicants must attend the parallel activities arranged for the production before and after the premiere.
- 12.11 All submitted proposals shall not have been sponsored nor granted any sort of subsidy
- 12.12 Selected applicants may seek sponsorship or patronage after obtaining the Organizer's consent, although such sponsorship or patronage shall not be advertised prior to the premiere.
- 12.13 The sponsorship's name or logo referred to in the above item shall only be mentioned in the production's credit list.

13. Conflict Resolution

The Organizer reserves the right of final interpretation and resolution of this regulation.



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14. Applicable law

In the event of any omission in this “Registration Regulations”, reference will be made to the current applicable law in force, particularly the Decree-Law n.º 122/84/M of December 15, amended and republished by the Law No. 5/2021.

15. Enquiry

For enquiry, please contact Mr. Wong (Tel: 8399 6374 / email: cpap@icm.gov.mo).