



34th MACAO ARTS FESTIVAL

Call for Proposals of Local Programmes and new Commissions

REGULATION

1. Objective

To encourage the development of local performing arts, a call for proposals of local programmes is now open to local associations / individual applicants to be featured on the 34th Macao Arts Festival (MAF), under the categories of “Individual Programmes” or “Performing Arts Gala”.

2. Target

Local arts and cultural associations registered in Macao S.A.R. or Macao SAR Resident Card holders aged 18 or above.

3. Programme Categories

Theatre, Cantonese Opera, dance, children’s shows and multimedia performing arts to be presented in two categories:

3.1 Individual Programmes

3.1.1 New work (Not re-run productions) never staged publicly before in Macao, to be premiered at the Macao Arts Festival;

3.1.2 Theatre, dance, children’s shows and multimedia performing arts:

3.1.2.1 A full-length performing arts production with duration of no less than one hour.

3.1.2.2 Priority will be given to works featuring one of the following conditions:

- Integrating electronic or digital technology;
- Staged at Macao World Heritage sites (For reference, please visit website: <https://www.wh.mo/en/site/>).

3.1.3 Cantonese Opera: A full-length performing arts production with duration of not less than two hours.

3.2 Performing Arts Gala

3.2.1 Live performance of any kind (e.g. circus, magic, music, etc.) with duration between twenty to thirty minutes.

3.2.2 Programme should accommodate the artistic needs of the community, and should be suitable for outdoor stage / space and for audience of all ages.

3.2.3 Technical requirement should be simple, which can cope with the outdoor stage / space and the equipment provided by the organizer.

3.2.4 Priority will be given to works featuring one of the following conditions:

- Interacting dynamically with the audience;
- Showing ethnic characteristics.

4. Programme Date

4.1 Individual Programmes: May 2024

4.2 Performing Arts Gala: mid-May 2024 (To be confirmed)

5. Application Deadline

5:00 pm on 28 August 2023 (Monday)



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6. Eligibility

- 6.1 Not-for-profit art and cultural association registered at the Identification Services Bureau of the Macao SAR before the application deadline.
- 6.2 Individuals over the age of 18 with valid Macao SAR Resident Identification Documents.

7. Required Application Documents

- 7.1 Two versions of application form are available for the “34th Macao Arts Festival”: “Individual Programmes” and “Performing Arts Gala”. Applicants should select accordingly.
- 7.2 Each version of application forms includes three parts: “Part 1 – Applicant's details”, “Part 2 – Programme details” and “Part 3 – Budget”.
- 7.3 Applicants should carefully read the instructions and all requested attachments at each part. Complete the application forms in Chinese, Portuguese or English (applicants, whose application forms are completed in Portuguese, are advised to submit a Chinese or English translated version for juries' assessment). Initial the bottom right corner of each page of the application form.
- 7.4 Applicants in the name of associations shall submit a Registration Record of not-for-profit art and cultural association issued by the Identification Services Bureau, a copy of the Bylaw of the Association published on the Official Gazette (selected associations shall submit the copy, and shall submit copy of Business Tax Demand Note (M/8) or copy of Business Tax New Registration/Amendment Form (M/1) for newly registered associations upon request by the Cultural Affairs Bureau); while the individual applicants shall submit a copy of Macao SAR Resident Identity Card (selected individual applicants shall submit copy of Professional Tax Group 2 Initial Registration/Amendment Form (M1/M1A) upon the request to the Cultural Affairs Bureau).
- 7.5 Should any of the above-mentioned documents stated in clause 7.4 be missing from the application, applicants will be notified by the Cultural Affairs Bureau to submit the documents in a designated period of time. Should applicants fail to submit the required documents in the designated period of time, the Cultural Affairs Bureau reserves the right to reject the application.
- 7.6 Submitted documents will only be used for programmes selection and will not be returned to the applicants.

8. Programme Venues

- 8.1 Individual Programmes
 - 8.1.1 Currently, the foreseen available venues are: Dom Pedro V Theatre, Macao Conservatory Auditorium, Navy Yard and other sites under IC's management. Venue availability is subject to change.
 - 8.1.2 Applicants may propose other venues depending on programme requirements.
 - 8.1.3 IC may discuss venue suitability with selected applicants and reserves the right to alter the performing venues as well as the right to disqualify applications should the venue not be suitable for the programme.
- 8.2 Performing Arts Gala
Outdoor stage at Iao Hon Market Park (To be confirmed)

9. Budget

- 9.1 The budget of the selected programmes shall be adjusted according to the scores given for “Rational of the programme budget” listed in clause 12.1.3 under the “Evaluation Criteria”:
 - 100% of the proposed budget for scores 13% or above;
 - 80% of the proposed budget for scores 12% to not more than 13%;
 - 70% of the proposed budget for scores under 12%.
- 9.2 An additional amount will be provided for the proposed outreach activities according to the overall budget allocation and the aggregate programme planning.



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10. Applicants' Responsibilities

- 10.1 Applicants must guarantee that all performers and staff involved in their productions are providing their service legally, and must take responsibility for their staff and performers' accommodation, catering, insurances and taxation. Applicants must provide suitable lodging arrangements for their performers and staff, which otherwise will impair the possibility of future selection.
- 10.2 Applicants must cover any copyright royalties arising from the programmes.
- 10.3 After receiving the selection notification, applicants for "Individual Programmes" must ensure their programmes will be premiered at the 34th Macao Arts Festival, otherwise will be considered as relinquishing qualification for selection, which will also impair their possibility of future selection.
- 10.4 Application and programme contents shall not include contents deemed indecent, including those that may endanger national security, violate public order or good customs, or containing vulgar language, obscenity and pornography, violence, insinuations, or slandering.

11. Submission and Selection Procedures

11.1 Submission

11.1.1 Applications shall be submitted before 5:00 pm on 28 August 2023 in various options below. Please make sure you mark on the headline "**Attn: Division of Performing Arts, Cultural Affairs Bureau - Call for Proposals of Local Programmes for the 34th Macao Arts Festival**":

- Submit in person at the Cultural Affairs Bureau during office hours. Application and related materials should be submitted in both hard copy and soft copy (soft copy should be submitted in the form of CD/DVD).
- Submit by mailing post (Address: Cultural Affairs Bureau, Praça do Tap Siac, Edif. do Instituto Cultural, Macao). Please note that the postal receipt date shall be deemed as the registration date. Application and related materials should be submitted in both hard copy and soft copy (soft copy should be submitted in the form of CD/DVD) in a non-transparent enclosed envelop.
- Submit by email to fam@icm.gov.mo:
 - Successful application should ensure you receive an email confirmation notifying complete submission before 6:00 pm on 28 August 2023. If you do not receive email confirmation, please contact Ms. Leong at 8399 6621. Otherwise will be deemed as incomplete application;
 - If attachments exceed 5MB, please upload those files (such as video clips or photographs) to an online file sharing platform and provide a link by email for the organizer to download.

11.1.2 Late submissions will not be accepted.

11.2 Selection Procedures

11.2.1 Phase 1: According to the evaluation criteria in Sub-Clause 12.1, a jury panel shall select to Phase 2 suitable applicants with the highest scores. To ensure quality, the selected applicants must obtain a minimum score of 50%, while scoring at least 32.5% in Sub-Clause 12.1.1 "Concept behind the work and programme content". If the applicants in the Category "Individual Programme" are able to fulfill any of the conditions listed in Sub-Clause 3.1.2.2, or applicants in the Category "Performing Arts Gala" are able to fulfill any of the conditions listed in Sub-Clause 3.2.4, the minimum scores required to be shortlisted shall be 50% in total while minimum 25% in Sub-Clause 12.1.1 "Concept behind the work and programme content".



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- 11.2.2 Phase 2: Shortlisted applicants are requested to meet the panel members in September 2023 (tentative) to pitch their proposals. Attendance is compulsory and absence of the meeting will be considered to be relinquishing the possibility of selection. The jury panel will shortlist the programmes with the highest score to the final phase according to the evaluation criteria in clause 12.2.
- 11.2.3 Selected applicants will be contacted in October 2023 (tentative).
- 11.2.4 The jury panel selects the finalists. Applicants may not raise any objections.
- 12. Evaluation Criteria:** The applicants with the highest scores, following the added combination of scores from Phase 1 (70%) and Phase 2 (30%).
- 12.1 Phase 1: Based on the submitted proposal, the applicants with the highest scores according to the criteria below will be selected to Phase 2:
- 12.1.1 Concept behind the work and programme content (50%)
(Reflecting the characteristics and culture of Macao, creative originality in the form and subject, containing international artistic visions, solid implementation plan.)
 - 12.1.2 Creative team and cast's artistic curriculum (25%)
(Previous performance experience and review, diversity of cultural or artistic background)
 - 12.1.3 Rational of the programme budget (15%)
 - 12.1.4 Concept of utilizing the stage and/or venue (10%)
(Work feasibility, ability to cope with unexpected events)
- 12.2 Phase 2: Jury panel shall be meeting the shortlist applicants to have better understanding of the creative concept and execution of the proposal. The finalists will be selected according to the following criteria:
- 12.2.1 Score from Phase 1 (70%)
 - 12.2.2 Interview (30%)
(Intelligibility of concept and content of the work, execution ability, vision on the future development of the work)
- 13. Conflict Resolution**
- 13.1 In case of any discrepancy between the Chinese, Portuguese and English Regulations, the Chinese version shall prevail.
- 13.2 In case of dispute, the Cultural Affairs Bureau reserves the right of final interpretation of these regulations and decision.
- 14. Enquiries**
- For enquiry, please contact the Division of Performing Arts of the Cultural Affairs Bureau, Ms. Leong through tel. no. 8399 6621 or email fam@icm.gov.mo.