



## Out of the Box 2024 Commissions Application Form

Thank you for your interest in Out of the Box Commissions. Before you complete this application form, we recommend that you read the application guidelines.

Once you have completed this form, please email it to David Porter (Director) at [david@creativeartspromotion.org](mailto:david@creativeartspromotion.org)

**If you're submitting a video application,** please email us a link to a site where we can watch it. This could be an unlisted video link to YouTube or Vimeo. Or you can provide a link from a file sharing service like Dropbox or Google Drive.

If you have any queries about the form, or would like any assistance with it, please email [david@creativeartspromotion.org](mailto:david@creativeartspromotion.org)

### 1. Your details

<b>Name of lead applicant</b>	
<b>Address &amp; postcode</b> (at least one collaborator should have a Hull postcode)	
<b>Telephone</b>	
<b>Name, email &amp; telephone of collaborator(s)</b>	
<b>Project name</b>	

### 2. Your Out of the Box commission proposal

Please use this space to tell us about the commission you want to produce (around 800 words). This should describe as fully as possible your project, the background behind your idea and its sense of place, artists you would like to collaborate with, audiences you would like to reach and the impact that you would like it to have

**NB. Please leave this section blank if submitting a video application.**

### 3. Your experience

Please use this space to tell us about you (up to 500 words). This should include information about any relevant experience you have, and why this programme is right for you at this time. Please include up to 2 links that give an example of your music.

**NB. Please leave this section blank if you are submitting a video application.**

### 4. Your budget

Please fill out the simple expenditure budget template below. HJF will cover standard production and marketing costs. Please include any special requirements (if any) that you may wish to claim for, Please make sure that the total figure is between a minimum of £700 and a maximum of £3,000. If you are unsure which category to use for a particular item, please use the 'other' category

EXPENDITURE		
Items	Notes	Value (£)
<b>Artistic costs</b> (e.g. fees, travel, accommodation) please include commission, rehearsal costs and performance costs for one performance		
<b>Additional Production costs</b> (e.g. technicians, equipment hire, rehearsals etc)		

<b>Additional Marketing costs (e.g. film, design, printing, advertising, distribution etc)</b>		
<b>Other (e.g., contingency, access costs, research, licences etc)</b>		
<b>TOTAL EXPENDITURE:</b>		

If you would like to tell us about any income from a different source that you can bring to the project or in-kind support (services that you would normally pay for but have secured for free, such as equipment you are borrowing rather than hiring), please provide details below.

**Please include details of any financial support or in-kind support that you can bring to this project (either confirmed or expected) below. (This is not mandatory and won't be considered as part of the decision making process):**

  
  
  
  
  
  
  
  
  
  
  

Please complete and return this application by email to [jazz@creativeartspromotion](mailto:jazz@creativeartspromotion) by deadline midnight 1<sup>st</sup> March 2024 with links to music by yourself and collaborator(s)