INSTRUCTIONS TO PARTICIPANTS

The goal of this challenge is for students to gain experience with performance venue design and renovation as well as alternate career opportunities through an interactive process with a professional theatre consultant. Each student team must consist of at least one graduate or undergraduate student from a USITT member institution, a faculty advisor and an ASTC theatre consultant as a mentor and resource. Working together, the teams will conceive a theoretical project based on an existing structure on or accessible from the team’s campus. They will survey and study the current conditions and develop a plan to renovate the subject space to meet the team’s stated goals. Potential projects include:

- Substantial improvements to an existing theatre including technical and performance capabilities for the venue.
- Conversion of non-performance space into a new performance space.
- Changing the form and/or function of an existing theatre.

Samples of previous submittals can be viewed on the ASTC and USITT websites.

Applications - Due October 2, 2020 by 5:00 PM EDT

The application forms are attached and are available from ASTC website http://theatreconsultants.org/. Along with the application, each team is to submit a concept statement, outlining the basic scope of the project. This scope shall be reviewed by the Jury in advance to ensure the applicant’s project is of sufficient substance to merit completion. Concept statements are to include:

1) Name of academic institution.
2) Name of team participants including role, year in college, and major.
3) Name of subject space.
4) Brief description of scope of the project.

Applications and questions are to be sent to Van Phillips ASTC, vanphill@gmail.com

Concept Statements - Due by October 23, 2020 by 5:00 PM EDT

Concept Statements shall be reviewed by ASTC and comments reviewed and comments returned by November 12, 2020.

Concept Statements are to be sent to Van Phillips ASTC, vanphill@gmail.com.

Final Participants List with Names and Addresses - Due by January 22, 2021 by 5:00 PM EST

Faculty Sponsors shall submit a Final Participants and Faculty Sponsor List with Names and Addresses! (Please understand that plaques and any travel assistance or prize checks will use this printed list and the ASTC or USITT is not responsible for misspellings of errors! Prize checks are mailed to the Faculty sponsor of the winning teams at the address show on the list!)
The final list with names and address will be sent to the following: (See “Stipends” below!)

Van Phillips, ASTC, vanphill@gmail.com
R. Duane Wilson, ASTC, rduanewilson@gmail.com
And, the teams ASTC Mentor

Project Submittals - Due Friday, February 5, 2021 by 5:00PM EST

Project submittals must be provided in the form of PDF files or Power Point presentation. Submittal data and images may be of physical models, renderings, hand sketches or drafting, modeling software or AutoCAD, REVIT of other digital design platforms. Submissions must consist of drawings or renderings showing a minimum of the following:

1. Location of subject space
2. Year constructed
3. Project size in square footage
4. Current use
5. Existing plan and section
6. Photos of the existing venue, including the exterior
7. Review of external factors such as; access for audiences and production materials
8. Building improvements in plan
9. Building improvements in section
10. Sightlines to the performance area
11. Audience relationship with performers, including performer access to the audience
12. Improvements to the technical and performance support capabilities
13. Pertinent detail or supporting data
14. A written statement of the intended goals for renovation including:
   a) A brief mission statement for the intended users of the space.
   b) The goals of the renovation.
   c) The scope of work required to achieve those goals.
   d) Identify parties who benefit from the improvements and describe how they benefit. (i.e. technicians, operations, performers, directors, designers and/or audience etc. and how they benefit.

Project Submittals are to be sent to Van Phillips ASTC, vanphill@gmail.com.

USITT Conference – Public Presentation: The public presentation portion will be during the USITT 2021 Annual Conference in Columbus, Ohio - March 10-13, 2021. The exact day and time to be determined by the Conference schedule

At least one (1) student member of the team is required to present the team’s challenge and solution at a conference session in person. Judges do understand that the materials to be presented at the USITT Conference, may be re-worked to fit a public presentation, but must consist of the same essential elements submitted on February 5th, 2021.

The ASTC member judges will make their final selection for Awards based on both the submitted design and the live presentation. One team will be presented the ASTC - Edgar L. Lustig Award for $2,000.00 cash prize. And, the USITT - Director’s Award for $1,000.00, cash prize that can be presented to a second team by the judges.
Student Travel Assistance – Stipends:

Five (5) $500 travel stipends are reserved for the first five team requests for financial travel assistance, After the start of the Spring Semester, when it is known, who will be able to represent the team in Columbus, OH, a travel assistance can be requested on January 22, 2021. The stipends will be awarded on a first come basis until all 5 are assigned.

The 5 Stipends are limited to one per team. And the stipend recipients check will be mailed to the person identified by the Faculty Sponsor as part of the January 22, 2021 Final Participant List, the request will be based upon the email date and time received.