



– COPY OF PROPOSAL FORM QUESTIONS –

*(2026 Open Call)*

**This is for reference only**, an electronic Proposal Form must be submitted by **6pm on Friday 20 March 2026** to be considered for the 2026 Programme.

Section 1: Contact Details and Proposal Category

- Main Contact details (name, email, phone)
- Name of organisation, company or individual.
- What is your connection to Bloomsbury or the surrounding area? (long answer)
- Do you have any prior connection/interaction with Bloomsbury Festival that could be related to our 20th anniversary? (short answer)
- Which Proposal Category applies to your submission? (multiple choice)

Section 2: General Event/Exhibit Details

- What type of event are you proposing for Bloomsbury Festival 2026 (multiple choice)
- What is the **working title** of your proposed event/stall/exhibition? (short answer)
- How does your proposal link to Bloomsbury Festival 2026: *Create and Celebrate*? (long answer)
- Provide a clear **description** of what would be involved in your event/exhibit including the **format** it will take - e.g. a dance piece with poetry, a one-person theatre production, a talk with powerpoint, etc. (long answer)
- Provide a **100 word marketing text** that you believe would best **promote and explain** your event to audiences.
- Would you expect this event to be ticketed or free-turn up or undecided (multiple choice)
- What is the probable running time of your event? (short answer)
- Who is your intended audience? Please note all Discovery Hub interactive exhibits should be suitable for ages 8 to 14 and family groups of all ages.

(multiple choice)

- Please give more detail about your intended audience and why you feel the event is directed at this audience. (long answer)
- How do you plan to reach this audience with your marketing? (long answer)

### Section 3: Venue Questions

- Do you have a Venue or do you require Festival support to find a Venue? (multiple choice)
- What is the ideal audience capacity for your event/exhibition? (e.g. a small talk or workshop of 30, a multi-community music event of 100, and for Discovery Hub give estimated figure at any given time) (long answer)
- Does your event need a specific event space? (e.g. theatre, lecture theatre, gallery, etc.) (short answer)
- Please let us know if you will require the Festival to handle the box office of your event or if you will manage it yourself/through the venue. (multiple choice)

### Section 4: Technical Questions

- Is your event likely to require technical kit, operators, or technician support? (multiple choice)
- If you have selected Festival Technical Support, please outline what equipment or technical kit your event will require: (e.g. microphone, lighting rig, exhibition set-up or take-down) (long answer)
- If you have selected Festival Technical Support, do you need a technician/Stage Manager for the day of your event?

### Section 5: Supporting Documents (Optional)

- If you would like to send additional supporting material including video or audio, please email this to [director@bloomsburyfestival.org.uk](mailto:director@bloomsburyfestival.org.uk) before the deadline of 6pm on Friday 20 March 2026. Stating your Proposal's Working Title in the subject heading. Please note that for performance proposals, we strongly advise sending a link to video or audio of your production proposal or of previous work.