

Contents

[How can you apply to be in the Toronto Fringe Festival?](#)

[What is the Fringe Main Lottery?](#)

[Main Lottery Categories](#)

[Main Categories Eligibility and Requirements](#)

[What is the CDAP Lottery?](#)

[What is the Accessible Lottery?](#)

[What is the Site-Specific Category?](#)

[What is required to apply with a site-specific venue?](#)

[Accessibility at site-specific venues](#)

How can you apply to be in the Toronto Fringe Festival?

There are multiple ways to apply to be in the 2020 Toronto Fringe Festival:

Main Lottery

Culturally Diverse Artists Project Lottery

Accessible Lottery

Site-Specific Category

Eligibility requirements must be met by the INDIVIDUAL APPLYING, unless otherwise specified. This person is referred to as the **MAIN ADMIN CONTACT**, and is considered by the Fringe Festival to be the primary producer of the show, and enter a binding agreement with the Festival upon acceptance of a show slot. They must provide a company name at the time of application, and this name cannot be changed at any time thereafter. They will also provide a secondary contact – this doesn't necessarily need to be someone critical to the creation or producing of your show, but they can be. They will be contacted if the Festival is unable to reach the Main Admin Contact with critical information or questions about their application and/or event.

All category applications can be submitted via the festival portal, **Eventotron**.

- In a web browser, go to www.eventotron.com and click on "Festivals in the top left corner
- Log in to your existing account, or create a new one.
- In the FESTIVALS FINDER, locate TORONTO FRINGE FESTIVAL 2020 and click "Apply" to begin your application.

Note: If you want to apply to the site-specific category AND the lottery, you need to complete and submit two separate applications on Eventotron. If you want to apply to the main lottery and either the CDAP or Accessible lottery, you can submit one application.

Payment for application fees (where required) will be accepted:

- Online through Eventotron by credit card (Visa or Mastercard)
- By cheque, made out to **The Fringe of Toronto Theatre Festival** and sent to:
100 Broadview Avenue, Suite 322
Toronto, ON. M4M 3H3
- In person with cash at 100 Broadview Avenue, Suite 322, Monday-Friday, 9:30am-5:00pm

What is the Fringe Main Lottery?

The Toronto Fringe is a non-juried festival, and holds a lottery to program the festival by selecting shows at random in a draw. For the 2020 Festival, this draw will take place at the Lottery Party on December 3rd, 2019. In line with all other Fringe Festivals in Canada, The Toronto Fringe does not evaluate the artistic merit of applicants, or the viability of the work – all applicants have the same chance of earning a show slot as the rest of their category.

The Toronto Fringe offers multiple main categories to which to apply to, based on the permanent residence of the applicant and duration of show, age demographic of audience, or targeted performance genre.

An individual can only apply to ONE main lottery category. The cost to apply to the Toronto Fringe main lottery is \$29 CAN currency.

Shows selected in the main lottery will be assigned to one of up to 15 performance venues at the discretion of the Festival. Shows will be scheduled for a minimum of 7 performances by the Festival, spread over the 12 days of the event.

Main Lottery Categories

Ontario 45-60 minutes
Ontario 75-90 minutes
National 45-60 minutes
National 75-90 minutes
International 45-60 minutes
International 75-90 minutes
Dance
KidsFest
Teen
Senior

Main Categories Eligibility and Requirements

Ontario 45-60min / 75-90min

- Main Admin Contact has landed immigrant status, permanent residency, or Canadian citizenship
- Main Admin Contact's permanent address is in the province of Ontario, Canada.
- The show slot offered has time constraints of either:
 - Show duration cannot exceed 60 minutes and is not less than 45 minutes or
 - Show duration cannot exceed 90 minutes and is not less than 75 minutes.
- Participant fee to accept slot is \$760 CAN currency.
- All single tickets are sold at general admission price.

National 45-60min / 75-90min

- Main Admin Contact has landed immigrant status, permanent residency, or Canadian citizenship
- Main Admin Contact's permanent address is in Canada (exclusive of Ontario).
- The show slot offered has time constraints of either:
 - Show duration cannot exceed 60 minutes and is not less than 45 minutes or
 - Show duration cannot exceed 90 minutes and is not less than 75 minutes.
- Participant fee to accept slot is \$760 CAN currency.
- All single tickets are sold at general admission price.

International 45-60min / 75-90min

- Main Admin Contact's citizenship is non-Canadian. This category does not include Canadians with dual citizenship.
- The show slot offered has time constraints of either:
 - Show duration cannot exceed 60 minutes and is not less than 45 minutes or
 - Show duration cannot exceed 90 minutes and is not less than 75 minutes.
- Participant fee to accept slot is \$760 CAN currency.
- All single tickets are sold at general admission price.

Dance

- Dance/physical movement must be the primary method of storytelling for the show.
- There is no geographical limitation for the main admin contact or company members.
- The show duration cannot exceed 60 minutes and is not less than 45 minutes.
- Participant fee to accept slot is \$760 CAN currency.
- All single tickets are sold at general admission price.

KidsFest

- The show must feature work for children (ages 12 and under) and their families.
- A brief show synopsis is required with application to this category.
- There is no geographical limitation for the main admin contact or company members.
- The show duration cannot exceed 60 minutes and is not less than 30 minutes.
- Participant fee to accept slot is \$660 CAN currency.
- Single tickets may be sold at general admission price or child price (\$5, ages 12 and under)

Teen

- The show must feature work specifically for and/or by youth between ages 13-18 years.
- A brief show synopsis is required with application to this category.
- There is no geographical limitation for the main admin contact or company members.
- The show duration cannot exceed 60 minutes and is not less than 45 minutes.
- Participant fee to accept slot is \$760 CAN currency.
- All single tickets are sold at general admission price.

Senior

- The main admin contact must be 60+ years old, or the show must feature work specifically created by adults that are 60+ years old. At least 50% of the company (i.e. cast, creative team, key producing roles) must be 60+ years old.
- There is no geographical limitation for the main admin contact or company members.
- The show duration cannot exceed 60 minutes and is not less than 45 minutes.
- Participant fee to accept slot is \$760 CAN currency.
- All single tickets are sold at general admission price.

What is the CDAP Lottery?

The Culturally Diverse Artists Project (CDAP) Lottery is an additional lottery that is available for individuals who self-identify as culturally and/or ethnoracially diverse, including Indigenous, Metis, Inuit, Black and People of Colour applicants. The main admin contact must have a permanent address in Ontario, Canada, have landed immigrant status, permanent residency, or Canadian citizenship, and they cannot have produced a show at the Toronto Fringe previously.

Shows selected in the CDAP lottery will be assigned to one of 15 performance venues at the discretion of the Festival. Shows will be scheduled for a minimum of 7 performances by the Festival, spread over the 12 days of the event.

Additional information:

- There is no fee to apply to the CDAP lottery
- The applicant will be required to disclose how they self-identify as culturally and/or ethnoracially diverse. This information will be kept confidential. It is required in order to confirm eligibility as set by the terms of the category, and has no other bearing on the application.
- The show slot offered will be allotted from one of the following Main Lottery Categories, as indicated on the application:
 - Ontario 45-60min / 75-90min
 - Dance
 - KidsFest
 - Teen
 - Senior
- There is no participant fee to accept a CDAP slot, and the participant is eligible for a production bursary.
- All single tickets are sold at general admission price.
- Applicants can apply to the CDAP Lottery and Main Lottery (\$29 CAN application fee).
- If eligible, applicants can apply to the CDAP Lottery and Accessible Lottery.

What is the Accessible Lottery?

The Accessible Lottery is an additional lottery that is available for individuals that are Deaf, hard of hearing, sick, mad and/or live with a disability. The main admin contact must have a permanent

address in Ontario, Canada, have landed immigrant status, permanent residency, or Canadian citizenship, and they cannot have produced a show at the Toronto Fringe previously.

Shows selected in the Accessible lottery will be assigned to one of 15 performance venues at the discretion of the Festival. Shows will be scheduled for a minimum of 7 performances by the Festival, spread over the 12 days of the event.

Additional information:

- There is no fee to apply to the Accessible lottery
- The applicant will be required to disclose how they identify as a Deaf artist, Hard of hearing artist, sick artist, mad artist and/or artist with a disability. This information will be kept confidential. It is required in order to confirm eligibility as set by the terms of the category, and has no other bearing on the application.
- The show slot offered will be allotted from one of the following Main Lottery Categories, as indicated on the application:
 - Ontario 45-60min / 75-90min
 - Dance
 - KidsFest
 - Teen
 - Senior
- There is no participant fee to accept an Accessible category slot, and the participant is eligible for a production bursary.
- All single tickets are sold at general admission price.
- Applicants can apply to the Accessible Lottery and Main Lottery (\$29 CAN application fee).
- If eligible, applicants can apply to the CDAP Lottery and Accessible Lottery.

What is the Site-Specific Category?

The Site-Specific category is a bring-your-own-venue category for individuals who want to produce a show in an accessible, non-conventional theatre space. It is not a lottery category, it is filled on a first-come, first-served basis, based on full application approval of an eligible venue and show proposal by the Festival, and payment of the application and participant fees. Applicants must submit a venue proposal that demonstrates an inherent significance or connection to the show that will be presented.

Applications to the site-specific category will open on October 16, 2019 and will remain open until 20 spots are filled. The application to this category requires comprehensive information about the built infrastructure as it relates to accessibility of the proposed venue. Please ensure you have gathered all of the information required before submitting your application. In order to be eligible, a venue must be fully physically accessible.

Once fully completed and submitted, your application will be reviewed for:

- Accessibility of the proposed venue.
- Safety of the proposed venue and proposed use of it as a performance space.
- Whether the venue is appropriately site specific - the site must be integral to the success of the work. Conventional theatre venues are not eligible to apply with.

An individual can only apply once to the site-specific category for the 2020 Fringe Festival. The cost to apply to the Toronto Fringe site-specific category is \$29 CAN currency.

Participant fee to accept slot offer is based on the total number of seats that will be available across your entire run:

299 seats or less: \$551

300-479 seats: \$651

480+ seats: \$751

Example calculation: 9 shows x 75 seat capacity per show = 675 total capacity, thus the fee would be \$751.

The Fringe reserves the right to request additional payment or to return partial payment should the total capacity change before the Festival begins.

An individual can apply to the site-specific category and the main Fringe lottery if they choose to (application fees to each category apply), but can only accept **ONE** slot in the Festival if they are successful in both categories. Any fees paid at that point are non-refundable.

What is required to apply with a site-specific venue?

To be eligible, your venue must:

- Meet the accessibility standards of a Fringe venue (see below, Accessibility at Site-Specific Venues)
- Be safe to the general public.
- Be located within the City of Toronto Limits.
- Be accessible by TTC.
- Not be a Toronto public park – their permits do not allow private ticketed events without enclosures.
- Be able to provide the Festival with a table, chair, safe and accessible place to set up a Box Office booth, and a secure storage space for a tote bin of supplies and an A-frame. This secure storage and the Box Office area need to be accessed by Festival Front of House staff at least 90 minutes before the first show of the day.
- Only host one Fringe company in the festival. If more than one company submits an application with the same proposed performance venue, only one will be accepted. Applications will be processed in order of submission.
- The seating capacity will be capped at 215 seats (per show).

The applicant is responsible for:

- All rental expenses and negotiated agreements with the venue directly.
- Providing any on-site technical support that is required to run the show.
- Creating and submitting the performance schedule (there is no minimum number of required performances. There can be a maximum of 12, 1 per day. Exceptions are made conditionally for very small venues with very limited seating capacity). The show cannot exceed 90 minutes in duration and should not be less than 45 minutes.

Other notes:

- Single tickets are sold at general admission price.
- The Fringe's liability insurance extends to all site-specific venues to protect the general public seeing a show in the space, but does not extend any coverage to damage done to the venue incurred by a company's activities in the space.

Information required to apply to the site-specific category:

- Name and address of venue, contact information for owner/manager/rental co-ordinator
- Why does your production have to take place at the proposed site? How does you plan to use the space?
- Description of the audience experience
- Whether it is indoor or outdoor
- Does the venue have air-conditioning?
- Do you have a rain plan/back up location if the show is intended to take place outside?
- Duration of show
- Capacity per show
- Number of performances and proposed schedule
- Accessibility information of venue (see next section)

[FOR THE FULL APPLICATION FORM, CLICK HERE](#)

Accessibility at site-specific venues

The Toronto Fringe has made a commitment to prioritizing accessibility by:

1. Requiring that all of our festival venues, including site-specific venues, meet physical accessibility standards.
2. Providing enough information for our audiences to make informed decisions about attending venues.

While our ultimate goal is universal accessibility, we realize that the majority of Toronto venues are retrofitted for access and do not yet meet the Accessibility for Ontarians with Disabilities Act (AODA) or Ontario Building Code barrier-free standards. We take this into consideration when assessing venues and look to our participating companies to make best efforts to ensure inclusion for all potential audiences, including those with disabilities.

In order to make the 2020 Toronto Fringe as physically accessible and barrier-free as possible, site-specific venues must, at minimum:

- Be safe to the general public.

- Meet physical accessibility requirements to allow persons using an average-sized mobility device to access all areas of venue designated for patrons (entrance, passageways, performance space, restroom, etc.). This includes providing ramps, lifts, or elevators where level access is not available and ensuring that all passageways (doorways, hallways, etc.) have a clear width of at least 32 inches.
- Offer an accessible restroom where restrooms will be expected to be available (i.e. any indoor spaces) either within or in-proximity to the venue.
- Offer a designated accessible seating area.
- Provide all accessibility-related information requested by the Festival in a timely fashion.

Sites proposed that do not offer accessible restrooms will be required to provide alternative arrangements. Accessible restrooms feature an enclosed space with a barrier free toilet, sink and turning space so that a wheeled mobility device may be accommodated. These washrooms aim to provide privacy and dignity for people with a disability, including those who require an assistant. Options may include partnering with a nearby establishment that has a universally accessible washroom or renting an accessible porta-potty.

In order to be considered accessible must be located on the ground floor or be easily accessible by elevator, lift, or ramp. Accessible restrooms may be single occupancy or may feature a wider stall within a multi-stall washroom. Accessible restrooms must also have at minimum automatic door openers, a clear floor area of a large enough size that people using wheeled mobility devices can turn around, and grab bars securely fastened behind or beside the toilet. Signage indicating accessibility must be clearly visible or be provided by the participating company during their Fringe run.

If a site-specific application is approved and confirmed but then is deemed to not meet accessibility standards at a later date, the Festival reserves the right to revoke approval and remove the spot. The Festival may request additional information or to arrange a site visit to assess accessibility before approval is granted.

If you have any questions about accessibility at a site-specific venue, contact Susan Wolf, Accessibility Manager, access@fringetoronto.com or 416-966-1062 ext. 227

Accessibility information required to apply:

The details of the built-infrastructure. Examples of what you will need to describe, where applicable, include:

- Description of the entrance (is it level access, are there stairs and/or a ramp, type of doors)
- Descriptions of any ramps or stairs (location, availability of handrails, width, gradient)
- If the entrance ramp does not meet AODA regulations, including:
 - Width is minimum clear width of 900 mm (35.4 inches)
 - Surface is firm, stable, slip resistant.
 - Slope is no more than 1:12.
 - Landings must meet the following requirements:
 - at the top and bottom of the ramp,
 - where there is an abrupt change in direction of the ramp,
 - at horizontal intervals not greater than nine metres apart.
 - Landing sizes are min of 1,670 mm x 1,670 mm (65.7 inches x 65.7 inches)
- Landings cross slope that is not steeper than 1:50

- Access to passenger elevator (if performance space is not on ground floor)
- Availability of automatic door-openers
- Width of doorways and/or passageways
- Type of seating that will be provided to patrons
- Description of accessible restroom with push-button door access, wider stall, etc., including the location of restroom
- Description of ground surface patrons must traverse (i.e. level, even flooring)
- Lighting conditions in venue
- Sound conditions in or around venue.
- Images of:
 - Main entrance, and if different, accessible entrance.
 - Performance space (does not need to be set up as it will be for the show). If the application proposes multiple spaces, images of all spaces and the passageways that patrons will traverse must be provided.
 - Accessible restroom (entrance to and interior, or detailed description).
- Information about how patrons will reach the venue/performance space, i.e. proximity to roadway and passenger drop-off, parking, nearby transit stops.
- Details of the built-infrastructure or proposed activity that may inhibit accessibility. Examples include:
 - If there are any grass or gravel covered areas that audience must cross
 - If audience members will not be provided seats for any length of time
 - If sightlines or visibility conditions are compromised at any time
 - If the restrooms are on a different level, or do not meet wheelchair accessible requirements

[FOR A FULL LIST OF STANDARDS AND DEFINITIONS TO MEET THE ACCESSIBILITY STANDARD FOR THE FESTIVAL, CLICK HERE.](#)

Incomplete applications that are submitted without all of the above requested information included will be considered incomplete, and will not earn a place in the queue for assessment and approval by the Festival. The Fringe reserves the right to determine whether an application is deemed complete for submission. Questions about venue accessibility can be directed to **Susan Wolf, Accessibility Manager**, at access@fringetoronto.com or **416 966 1062 ext. 227**

Should the Fringe discover that your venue is not fully accessible or that application information is falsified, the Toronto Fringe reserves the right to reject your application.