



Participant Guide

Theatre in the Round Players | March 13, 2027

Thank you for being part of TRP's first 24-Hour Play Festival: *Blank Page to Arena Stage*. Whether you're writing, directing, acting, designing, running front of house, or cheering from the sidelines, you're helping sustain something that matters: a 75-year-old community theatre that has served as a springboard for theatre artists across the Twin Cities. This event has two purposes.

First, this is an opportunity for artists to collaborate and develop original plays in a single day. Second, it's a fundraiser that supports TRP's annual operations and moves us closer to the building renovations that will keep this space safe, accessible, and open for the next 75 years.

Timeline

June-August – Applications for Teams Open

September – Teams finalized

November – Short Captain Kickoff Meeting

January – Launch Team Fundraising Platforms

February – Orientation Meeting for play-making teams

March 12-13 – **EVENT!**

Team Types

Play-making teams create, rehearse, and perform an original short play within 24 hours. Each team includes a team captain, playwright, director, actors, a stage manager, a props/set designer, and a Social Media Captain. Costume designers and sound designers are optional

but encouraged. Folks can also join your team as supporters and help with fundraising efforts without participating in the production of your play.

Fundraising-only teams don't perform but are just as essential. These can include Front of House, Strike/Cleanup, the Board Member on Duty (BMOD) team, and other volunteer groups. These teams run their own peer-to-peer pages and compete for fundraising awards alongside play-making teams and can also sign up to help support during the day of performances in their regular volunteer roles.

Roles

All teams:

Team Captain: serves as the liaison between the theatre and team about logistics, scheduling, and fundraising information. They manage the fundraising platform on GiveMN. Any one of your team members can be designated captain or it can be held by someone as their only responsibility on the team.

Social Media Captain: responsible for creating social media content (i.e. graphics, video, etc.) for the team to share in the weeks and months leading up to the event. Any one of your team members can be designated captain or it can be held by someone as their only responsibility on the team.

Play-making teams:

Playwright: writes the play including all requirements that are received on March 12. The playwright is a part of the team, so will know what actors and director they are writing for, how many characters, director style, etc.

Director: directs the play, being true to the playwright's script. Finds creative solutions to limitations of the 24 hour format.

Actors: memorize, rehearse, and perform the plays. Suggest 3-7 actors per play-making team.

Stage manager: helps manage communication between director, designer, playwright, and actors. Calls the show from the booth.

Props/set designer: makes decisions about limited number of props and set pieces for the production from stock pieces. No purchasing, building or altering items.

Costume designers (strongly encouraged): chooses costumes from stock, does fittings, and makes alterations as needed/able with the support of a costume crew. No purchasing or permanently altering items.

Sound designers (optional): find and selects limited number of sound cues and music to enhance the short play. Must be able to create Q Lab file.

Fundraising-only teams:

Front-of-House Team: will serve in their typical roles for the performance in addition to fundraising in the weeks leading up to the event (house manager, usher, bartender, etc.)

Crew Team:

Costume Crew will be scheduled to help with alterations in the costume shop throughout the day in addition to fundraising leading up to the event.

Strike/Cleanup Crew: will be scheduled to help strike and put away costume, prop, and set pieces following the performance in addition to fundraising leading up to the event.

Sound Board/Light Board Operator: will run sound and lights for tech and performance.

Event Schedule (Play-Making Teams)

- 7:30 PM – Playwright receives a prompt and begins writing a 10–15 minute original play
- 7:30 AM – Script is distributed to the rest of the team; designers, directors, and actors begin preparation
- 8:30 AM- 3:30 PM - Rehearsals, Fittings, Breaks in alternating assigned spaces
- 3:30–6:30 PM – Tech rehearsals for all teams
- 6:30–7:30 PM – Break
- 7:30 PM – Performances

Fundraising-only teams should plan to be present and active during the performance period. Specific shift times will be communicated separately.

Event Guidelines

Content: All plays must be appropriate for a general audience, including families and children. Avoid graphic language, violence, or mature themes. When in doubt, keep it clean and creative.

Runtime: Each play should run 10–15 minutes. Stay within your window — tech and performance schedules are tight.

Costumes and props: Teams will have access to TRP’s costumes and props. No purchasing of costumes or props is expected.

Collaboration: This is a community event. Be generous with each other, especially under pressure. Support other teams during tech and performance.

Social media: Teams are encouraged to post throughout the 24 hours. Tag TRP and use the official event hashtag [TBD]. Your Social Media Captain is your team's lead on this, but everyone can participate. We encourage you to promote the fundraising campaign and play festival in the weeks and months leading up to the event.

Fundraising Expectations

Every team will have a team fundraising page on GiveMN. **Individual team members will have their own pages linked to the team page.** You'll use these pages to solicit gifts from friends, family, colleagues, and your broader networks in the weeks leading up to the festival and during the event itself.

Suggested team goals:

- Fundraising-only teams: \$2,000–\$4,000
- Play-making teams: \$4,000-8,000
- Top-performing teams: \$8,000+

These are starting points, not hard caps.

Suggested individual goals: \$400-800 per person. Even a handful of gifts from people who've never given to TRP before is a meaningful contribution.

Fundraising benchmarks to aim for:

- 2 months out: Page set up and personalized, first 2–3 gifts in
- 2 weeks out: At least 50% of your individual goal reached
- Festival week: Final push to friends and family; share your page on social media
- Day of: Use QR codes, live tally updates, and word of mouth in the room

Awards

Judges will recognize play-making teams in several artistic categories. All teams are eligible for fundraising and participation awards.

Artistic awards (play-making teams):

- Best Overall Play
- Best Script
- Best Design
- Best Value Alignment

All-team awards:

- Best Social Media Engagement
- Top Fundraising Team

- Spirit of TRP Award
- Jim Arnold Prize (most mocktails sold)

How Your Fundraising Helps

Gifts raised through this event support TRP's annual fund, which pays for the productions, workshops, and volunteer opportunities that have made this theatre a creative home in Minneapolis since 1952. That means pay-what-you-can tickets, free and low-cost classes, props and costumes loaned to smaller companies across the Twin Cities, and a stage where 129 new artists showed up to learn and create in a single season.

Giving will also support much needed repairs and renovations to the building that has held this community for more than 75 years. Our building is essential for every aspect of our mission. It's what makes it possible for a teenager to discover stage management, a retiree to build sets, and a first-time theatergoer to find a seat.

When you ask someone to give, you're asking them to support our mission and our home.

Ready to Submit your Team?

Play-making team spaces are limited preference will be given to fully created teams that understand and have a plan for the fundraising component. This is a fundraiser after all.

If I don't have a team to submit, can I still participate? Yes, you can apply as an individual to be added to a play-making or fundraising-only team as there is space.

Questions?

Contact Larisa Netterlund (larisa@theatreintheround.org) with any questions about the event, your fundraising page, or your team assignment.