

# Project guidance and proposal form - Beltane 2025

This document includes two sections:

1. Guidance on what we can count as a project, and what BFS will need from project leaders.
2. Project proposal application form. Please copy or download this form, fill it in and send to [goapplications@beltane.org](mailto:goapplications@beltane.org) by **11:59pm on Wednesday the 29th of January 2025**.

## 1. Guidance

What is a project?

For this festival, a project counts as:

- A closed group of individuals under 4 people
- Which is focused on a single, well, project, either during the run up or on the night of the festival

Examples of previous projects

- Get Your S\*\*\* Together, a weekly online meetup for the community during the run-up to a festival
- Small roaming groups (e.g. No Point) that do not interact with a procession
- Side projects submitted alongside group applications (e.g. the Marbhan puppet project that ran alongside Cailleachan for Samhuinn 2018)
- Static installations, stewarded by the project leaders (e.g. Air Point 2020)
- Crafting groups, such as Hillusphere, which run as drop in sessions
- Goblin Tekkover! Running alongside/within Tech at Beltane 2024. There were no Goblins in Tech.
- Wider Walkies - a walking group to get together and learn about nature
- Fabric swap - reusing leftover/donated fabric in new costumes

What can we not count as a project?

- Any performance group that interacts with a procession:
  - i.e. any group that a procession will pass through, for example an elemental point
  - Or any group that will form part of a procession
- Any performance group over 4 people
- For these kinds of groups, we'd need to ask you to fill in a GO application form. This is because we'd need to consider you as a group for the purposes of stewarding/space management.

“Ninja” Groups

There is a long and proud tradition of people in the community buying tickets to a festival, showing up in paint and interacting with their fellow witnesses. You may find that, especially if you do not have the capacity to commit to GOing or running a project, this is the best way for you to realise what you would like to achieve.

Please note that all such “ninja” groups need to be treated by BFS as members of the public. We won’t be able to provide such groups with assistance such as steward/tech support, or space in staging areas, or space in areas such as Bower or Hearth afterwards. If you think you might need any kind of support, you would need to submit a GO application or project proposal for consideration.

## Paperwork

Projects don’t need to fill in quite as much paperwork as groups! However, if your proposal is accepted, we will need a couple of bits of paper from you:

- A project risk assessment
- A signed volunteer agreement from each project member
- And emergency contact/first aid paperwork from each project member, if you’ll be present on the night.

## 2. Project proposal

1. **The names and contact numbers of all the people in your project:**
2. **Describe your project:**
3. **How does your project connect to the rest of the festival, in terms of story and people?**
4. **Do you envisage your group interacting with the audience? If so, how?**
5. **Who within BFS will you interact with, and what would you need to ask from them?**  
(This includes everyone - performance groups, tech, stewards, torchies - do you need fire cans, do you need a space cordoned off, will you be asking for help with stewarding if you’re doing an installation?)
6. **How are you going to ensure the safety of the people *within* your project?**

- 7. How are you going to ensure the safety of the people who *interact with* your project?** (e.g. members of the public, performance and production groups)
  
- 8. How are you going to fund your project, and how much do you estimate it will cost?**
  
- 9. What is your availability for the festival walkthroughs (13th & 27th April)**  
(You can put N/A if your project is only for the run up!)

Thank you - we look forward to reading your proposal soon!