

WASHINGTON, D.C. INTERNATIONAL MUSIC FESTIVAL

WASHINGTON, D.C.



World Projects Corporation is proud to present

The
WASHINGTON, D.C. INTERNATIONAL MUSIC FESTIVAL
(Bands, Orchestras, and Choirs)

The John F. Kennedy Center for the Performing Arts

April 2023

(Dates to be Determined)

Dear Music Director:

Thank you for considering the **Washington, D.C. International Music Festival** as your music performance tour in 2023. Due to the popularity and success of our combined instrumental and choral festival in Washington, D.C., we continue to invite bands, orchestras, and choirs to audition, and participate in one phenomenal event.

It is our mission to present young musicians with an experience that offers the opportunity for musical growth while creating lasting memories. To enhance this experience, the performance venue chosen for the festival is the prestigious John F. Kennedy Center for the Performing Arts. Admission into the festival is based on audition only and is limited to three high school groups and one showcase university ensemble.

The **Washington, D.C. International Music Festival** will feature an outstanding faculty of music professionals. Instrumental faculty at past World Projects events has included composer Johan de Meij, James McRoy from LIU Post, Mark Camphouse from George Mason University, and Steven Williams from Sydney, Australia. Past World Projects choral events have included Heather Buchanan from Montclair State University, David Fryling from Hofstra University, and James Jordan from Westminster Choir College, and Dennis Johnson, past WASBE president and former Director of Instrumental Studies at Murray State University.

Festival activities will include an outdoor performance in Washington, D.C., a dinner dance/cruise along the Potomac River, and a workshop with Festival faculty. The Festival culminates with ensemble performances in the Concert Hall of the Kennedy Center. One adjudicated ensemble will also be selected to work with a composer to develop a commissioned work that will be premiered at the John F. Kennedy Center for the Performing Arts.

Please do not hesitate to contact us if we can be of further assistance in making this journey a reality for your group. We hope you will join us in 2023 as we celebrate musical excellence in the unique atmosphere of Washington, D.C.!

Sincerely,

Deborah Lee Gibbs
Chief Executive Officer
World Projects Corporation

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2023 Washington, D.C. International Music Festival Schedule

(Dates to be Determined – Itinerary details subject to change)

DAY ONE: April 2023 – ARRIVE INTO WASHINGTON, D.C.!

- Afternoon** Groups arriving at one of the area's airports will be met by a World Projects staff member who will assist with loading the coach(es). Depart for the Festival Hotel (*likely in nearby Northern Virginia – TBC*). Groups arriving before the hotel's check-in time (~4:00pm) may choose to take a tour of the city this morning (*additional costs apply*).
- Groups arriving by coach will be met at the hotel by a World Projects staff member, who will assist with check-in. After checking in, the Director will be given a brief Festival Orientation. Groups will have free time to explore the nation's capital.
- Evening** Dinner on own, or it may be arranged through World Projects (*additional costs apply*). The rest of the evening is free!



DAY TWO: April 2023 – WASHINGTON, D.C. – Workshop

- Morning** Breakfast on own near the hotel. Enjoy a group **workshop** with a Festival clinician this morning or afternoon.
- Afternoon** Lunch on your own, and the rest of the day is free.
- Perhaps your group would enjoy a tour of the stately Mount Vernon, home of George Washington, or a guided tour around the National Mall which can be arranged by World Projects.*
- Evening** Dinner on your own, and the rest of the evening is free.



DAY THREE: April 2023 – WASHINGTON, D.C. (D) – Outdoor Performance

- Morning** Breakfast on own near the hotel. This morning, groups will depart for the outdoor performance venue (*possibly the Navy, Lincoln, Jefferson, or WWII Memorial – weather permitting*).
- Afternoon** Enjoy your **outdoor performance!** Return to the hotel. You will have some free time for lunch on own and to explore the Washington, D.C. area for the remainder of the afternoon.
- Perhaps your group would enjoy a visit to one of the nineteen Smithsonian museums. You may also wish to arrange for a tour of the Capitol, National Archives, or Library of Congress.*
- Evening** Meet in the lobby of the hotel and load the coach(es). You will depart for the pier for a dinner cruise on the Potomac River! Enjoy meeting fellow festival participants while viewing the stunning Capital City from a completely different vantage point! Following the cruise, load the coach(es) and return to the hotel.



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DAY FOUR: April 2023 – WASHINGTON, D.C. – Kennedy Center Performance

- Morning** Breakfast on own near the hotel.
The morning is free for sightseeing.
- Afternoon** Lunch on own. Mid-afternoon, return to the hotel and change into performance attire. Load instruments onto coach(es) and depart for the John F. Kennedy Center for the Performing Arts for your group sound check. Following your sound check, store instruments in your warm up room.
- Evening** Load the coach(es) and depart for a nearby area for dinner on own. Return to the John F. Kennedy Center for the Performing Arts for the *Evening Adjudicated and Showcase Concert*. Following the concert is the Awards Ceremony.
Pack up your instruments and return to the hotel.



DAY FIVE: April 2023 – WASHINGTON, D.C. → HOME

- Morning** Breakfast on own near the hotel.
Groups will be departing today. If your schedule allows, try to fit in some last-minute sightseeing or shopping.

Thank you for participating in the 2023 Washington, D.C. International Music Festival!



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Organization

World Projects Corporation, located in Benicia, California, produces the Washington, D.C. International Music Festival. Guest conductors, clinicians, and festival staff are all of the highest quality and reputation.

World Projects Mission Statement

With music education as our priority, World Projects provides musicians with life changing performance opportunities and cultural exchange through travel.

Festival Facilities

The Washington, D.C. International Music Festival will be held in the Concert Hall of The John F. Kennedy Center for the Performing Arts and an outdoor venue in Washington, D.C. (*possibly the Navy, Lincoln, Jefferson, or WWII Memorial – weather permitting*).

Festival Accommodations

The Festival hotel in 2023 is likely to be in Arlington, Virginia, within minutes of Washington, D.C. and within close proximity to a Metro station. Previous festival hotels utilized include the Westin Crystal City, Hilton Crystal City, and the Crystal Gateway Marriott.

Festival Adjudicated and Showcase Concert

Each participating group will have the opportunity to perform at the John F. Kennedy Center for the Performing Arts. A maximum of three (3) high school ensembles and one (1) university ensemble will be invited to perform in the evening concert. An afternoon adjudicated concert may be added once the evening performance schedule is filled. Adjudicated high school groups are allowed 20 minutes of on-stage performance time. **Each ensemble must submit three copies of original scores for each piece of music being adjudicated.** Our esteemed panel of educators will adjudicate your performance and provide recorded critiques for the director. The evening concert will conclude with a featured university ensemble (30 to 45 minutes of performance time). All groups are asked to stay until the end of the Awards Ceremony.

Festival Awards

Based on the performance level as perceived by the adjudication panel, each adjudicated group will receive a Gold, Silver, or Bronze award. There is no limit to the number of Gold, Silver, or Bronze awards. Each group will also receive a large poster of the Festival Artwork.

Ask for our World Premiere Application!

World Projects is thrilled to continue our New Music Initiative with composers from across the United States! One commissioned piece will be World Premiered at the Washington, D.C. International Music Festival. The selected adjudicated ensemble will have the opportunity to participate in the development of the commissioned work, as well as the honor of performing this World Premiere at the John F. Kennedy Center for the Performing Arts. In addition, the composer will be at the festival to work with the group on the commissioned piece at a 90-minute rehearsal prior to their adjudicated performance as well as attend the World Premiere. A separate application process is available to participating adjudicated ensembles interested in this opportunity.

Full Ensemble Workshop

Each ensemble will receive one (1) 60-minute workshop from our guest adjudicators/educators using a private rehearsal format. Generally, these sessions use your group's festival music. The showcase group will have one (1) 60-minute ensemble rehearsal in lieu of the workshop.

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Outdoor Concert Series

An outdoor “pops-style” concert will be scheduled during the festival (*weather permitting*). In the past, these concerts have been scheduled at the Navy Memorial, WWII Memorial, Capitol Reflecting Pool, Lincoln Memorial, or the Jefferson Memorial. The outdoor concert is informal, allowing ensembles to perform “lighter” music if desired. Groups will be given 20 minutes of performance time.

Social Events and Other Festival Activities

Ample time is provided in the Festival schedule to visit many of Washington, D.C.’s monuments and museums and to sample the cuisine of the area’s many fine restaurants. Included in the Festival package is a dinner/dance cruise on the Potomac River.

Directors’ Orientation Meeting

On the first evening, directors will meet (*either individually or as a group*) with the festival coordinator to receive festival materials, tickets, and t-shirts. This meeting also allows the director to meet the Festival staff and ask any last-minute Festival questions. If a director is unable to attend this meeting, please send a representative from the group.

Limited Participation

In order to ensure a quality experience, the festival is limited to a maximum of three high school ensembles and one university showcase ensemble; however, as previously noted, an afternoon adjudicated session may be added once the evening session is full. Ensembles that are denied entry based on available festival capacity in 2023 will be given first preference to attend the 2024 event (*unless an organization is denied entry based on its audition submission*). Once accepted, space for an ensemble can only be guaranteed upon receipt of the non-refundable deposit (*see Payment and Cancellation Schedule*).

Traveling Group Size

As the festival is limited to only 4 groups, each group will be required to have a minimum of 45 travelers. This minimum will be for the full traveling group and may be composed of performers, staff, and chaperones.

Chaperones

World Projects requests all youth groups in attendance to have a **minimum of one adult chaperone for every ten to twelve students**. Chaperones must stay in the same hotel as the students, taking a participant package as part of the group arrangement. Please check your school’s chaperone requirements as well.

Air Travel Arrangements

World Projects can arrange air travel to and from the Washington, D.C. International Music Festival at competitive market rates. For round-trip air travel from your area to Washington, D.C., contact the World Projects office toll free at (800) 922-3976.

Additional Information

- ◆ Please note that walking to and from festival venues may be required.
- ◆ Spring weather in Washington, D.C. is often unpredictable. Please be prepared for rain, cold or milder temperatures. Please check the weather forecast for festival dates prior to departure.
- ◆ The performance at the Festival’s outdoor venue is subject to cancellation in the event of inclement weather.
- ◆ **All types of recording and photography are strictly prohibited inside the John F. Kennedy Center for the Performing Arts.**

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Director's Information Packet

A Director's Information Packet will be emailed to all accepted and deposited groups. This packet will contain more detailed information regarding the Festival, as well as forms to be completed by each group and returned to *World Projects* headquarters.

Festival Application Procedure

Send a completed application form (*attached*) and a recent audio or video recording that is representative of your group's performance level and anticipated festival repertoire to: Washington, D.C. International Music Festival, 110 East D Street Suite K, Benicia, CA 94510 USA.

The application deadline for the 2023 festival is November 1, 2022; however, early application is strongly encouraged. Each ensemble accepted for participation will be required to submit a US \$2,000.00 non-refundable deposit in order to hold space in the festival and will be applied to the final group invoice. Ensembles will be admitted based on their audition submission and on a space available basis until the festival is full. An ensemble may be accepted into the festival after the application deadline with the approval of the World Projects President and CEO, Deborah Gibbs, if space is available.

Festival Participation Agreement

Once your group deposit has been received, a Festival Agreement will be issued which details the tour costs, inclusions/exclusions, and payment/cancellation schedule. Additionally, all travelers will be required to submit signed liability waivers and medical authorization forms as issued by World Projects in order to participate in the festival.

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Package Inclusions

- ◆ One gratis ground package for your staff for every 20 paid participants (*based on double occupancy*)
- ◆ Four nights' accommodation at a Washington, D.C. area hotel (*likely in Northern Virginia – TBC*)
- ◆ Hotel & room occupancy taxes
- ◆ Airport transfers for group and baggage in Washington, D.C. area
- ◆ Coach transfers to Festival Outdoor Concert Series, Dinner Cruise, and the John F. Kennedy Center for the Performing Arts
- ◆ One (1) 60-minute ensemble workshop with festival clinician (*adjudicated groups*) OR rehearsal (*showcase group*)
- ◆ One (1) Sound check on stage at the John F. Kennedy Center for the Performing Arts
- ◆ One (1) Festival performance and recorded critiques at the John F. Kennedy Center for the Performing Arts
- ◆ One (1) Festival performance recording for director, John F. Kennedy Center for the Performing Arts house system (*archival use only*)
- ◆ Outdoor “Pops-style” performance (*venue TBC*)
- ◆ Festival dinner/dance cruise
- ◆ Official Festival t-shirt
- ◆ Artist pass lanyard
- ◆ Official Festival souvenir program - Playbill
- ◆ Festival registration fees
- ◆ Access to all Festival concerts and events
- ◆ Large Festival Artwork Poster for each group
- ◆ Group Award plaque
- ◆ Official Festival photographer at John F. Kennedy Center for the Performing Arts (*prints not included – each ensemble will receive a link to images taken during its sound check on stage at the John F. Kennedy Center for the Performing Arts*)
- ◆ Large instruments & equipment as noted: Conductor’s Podium, Piano/Keyboard, two (2) String Basses, Timpani (set of 4), Concert Bass Drum, Marimba, Xylophone, Vibraphone, Chimes (Tubular Bells), Orchestra Bells (Glockenspiel), Tam-Tam

Package Exclusions

- ◆ Airfare and Airline Baggage Fees (*available through World Projects — see Air Travel Arrangements*)
- ◆ All meals (*other than the festival dinner cruise*)
- ◆ Items of a personal nature (*laundry, room service, internet connection fees, etc.*)
- ◆ Any hotel fees associated with baggage storage
- ◆ Additional instrument rentals (*World Projects can arrange rentals at additional costs*)
- ◆ Additional sightseeing excursions (*World Projects can arrange a variety of Washington, D.C. sightseeing activities which are presented as Optional Sightseeing Activities in the Director’s Packet*)
- ◆ Group transfers to non-festival events
- ◆ Trip Cancellation, Cancel for Any Reason (CFAR), or Musical Instrument Insurance

Payment and Cancellation Schedule

Date	Payment / Type	Cancellation / Refund
Upon Acceptance	US \$2,000 deposit per group	Non-refundable, credited to final payment
November 1, 2022	US \$400 per person	50% refundable to December 15, 2022
February 1, 2023	Balance in Full	50% refundable to February 15, 2023

All payments must be made by school check, bank check or cash – credit cards will not be accepted.

Festival participation is based on a minimum group size of 45 total travelers.

FESTIVAL FREQUENTLY ASKED QUESTIONS

1. Do chaperones / adults / non-performing travelers have to pay the same package costs as the performers?

Yes. In order to keep the cost of participating in the Festival affordable for as many students as possible, World Projects presents a blanket package cost. Creating a reduced rate for non-performers would increase the performer costs significantly, and thus we maintain one cost for all travelers.

2. Does the package cost cover any type of Travel or Medical Insurance?

For United States based groups, World Projects will purchase a Student Protection Plan (post departure) for all travelers. The director will be sent details about the plan. Groups traveling from outside the United States are not eligible for the Student Protection Plan, but are encouraged to purchase a similar post departure trip protection plan where possible. Individuals may also receive quotes for Trip Cancellation insurance here:

www.world-projects.com/travel-insurance

3. Does World Projects have any type of Liability Insurance?

Yes. According to California State Law, World Projects is required to hold \$3 million Travel Agents Professional Liability Insurance Coverage. This is not a form of Travel, Medical, or Trip Cancellation Insurance for groups—rather a form of insurance coverage for World Projects.

Upon request, World Projects can list your school and/or school district as a ‘co-insured’. A customized Certificate of Liability will then be produced showing your school and/or school district as a co-insured for the event you are attending. For further detailed information, World Projects can provide a copy of the Liability Policy upon request.

4. In the event that my child cannot attend the Festival after making payments, what is the refund policy?

World Projects has put in place a generous cancellation schedule, which can be found in this prospectus. This schedule outlines the percentage of payments made that are refundable and until when. All cancellation charges (if any apply) will be represented on your group’s final invoice.

When cancellations occur, our first recommendation is that a replacement is found to take the cancelled traveler’s spot on the tour. That way, all finances can be dealt with internally at the school or organization, and cancellation fees need not be assessed (unless air transportation is involved).

World Projects does, however, acknowledge that unforeseen circumstances do arise and will be reviewed on a case-by-case basis. In the event of a death in the family or illness/injury that prevents travel (as examples), World Projects will review what monies can be recovered from outside vendors (such as airlines, hotels, etc.). These vendors establish their own cancellation schedules, which World Projects must adhere to.

5. When do I need to submit rooming lists, repertoire, and other information about my group?

About six months out from the event (or after this date for late applicants), World Projects will send you a Director's Packet. Included in this packet are a number of forms we have created to make submitting necessary information to us as simple as possible. World Projects customizes each Director's Packet so only the forms that apply to your group are included. We ask that these forms be returned to us approximately 3-4 months out of an event, allowing us enough time to make all of the arrangements for your festival experience. We do understand that changes may occur after information is submitted and will try to accommodate changes when possible.

6. I want all of my students to be in quad rooms; however, after putting together my rooming list I've discovered I have an odd number of students left over. Can they stay in a triple, double, or single room at the quad rate?

World Projects has created four different packages based on the different rooming configurations. Unfortunately, in this type of forced rooming situation, World Projects cannot make concessions for the package rates. What we recommend is that the additional cost of these packages compared to the quad rate be prorated among the paying travelers. This generally works out to be a very small additional cost per person.

7. Can World Projects organize any sightseeing activities or meals for my group outside of the Festival package? Can we arrange sightseeing ourselves?

Yes. World Projects will supply you with an 'Optional Sightseeing Activities' form in the Director's Packet. This form will include a number of popular sightseeing activities in the Festival city and the additional costs. Once you have selected the activities you wish to enjoy, World Projects will arrange these tours for your group around your Festival commitments.

Should you wish to partake in a sightseeing activity not listed on the form, World Projects will research costs and present these to you. World Projects can present a custom itinerary and package inclusive of desired optional sightseeing activities and meals.

You are also welcome to make your own sightseeing arrangements for your group or for individual travelers. However, World Projects does request that we are informed of the date and times of your group sightseeing activities to ensure that there are no conflicts with your Festival commitments.

8. Can World Projects arrange air travel for my group? If so, how does this work?

World Projects will be able to provide competitive quotes and prompt service to all of our clients requesting air costs.

World Projects will make all of the initial inquiries on your behalf, and should you decide to take any of the quotes offered, we will act as your representative on all aspects of your air transportation including the names list, equipment list, etc. World Projects will invoice you separately for airfare related costs.

9. Can you explain the invoicing process to me in further detail?

Upon acceptance, each performing group will be invoiced for the \$2,000 nonrefundable deposit which secures your position in the Festival.

The next payment request is a per person progress payment. World Projects will invoice you for the total number of travelers indicated in recent correspondence or on your Festival application form. This total number of travelers invoiced will include any applicable gratis travelers. The value amount of a gratis package (*the cost of a double occupancy package*) will be credited to your final invoice.

The Final Invoice will show a detailed breakdown of all costs associated with your tour (*including the rooming summary, any optional sightseeing or meals, and any applicable cancellation charges*). Your final balance due will be based on these calculations. Any additions to your tour after the final invoice has been created and sent will be billed on a Supplemental Invoice.

10. Can World Projects organize additional equipment for our group to use during the Festival (i.e. additional percussion or string basses, etc.)?

Depending on the availability of the instrument(s) requested, World Projects can arrange the rental of extra instruments not provided by the Festival at an additional cost. In some cases, there may be other ensembles that are also in need of the same additional equipment. In this instance, World Projects can often split the additional equipment cost between ensembles. Please contact the Festival Production Manager with your requests as early as possible.

11. At what point can we expect a personalized itinerary for our time during the Festival?

The itinerary shown in the Prospectus acts as a guide for what you can expect during the event. After your progress payment has been received, World Projects will send you a draft individual schedule, which will give you a better idea of your group's movements during the event.

From this point on, the Festival Production Manager will continue to update your group's schedule with new information such as exact performance, workshop, and meal times, venues, etc. Before you depart for the Festival, you will have a FINAL itinerary for your time during the event.

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April 2023 (Dates TBC)

Official Application Form

NOTE: Applications close on November 1, 2022 or when the Festival is full.

Please circle the type of ensemble applying to participate
(A separate application form must be submitted for each ensemble applying):

Concert Band/Symphonic Band	Symphony Orchestra	Concert/Mixed Choir	Women's Choir
Wind Ensemble	String Orchestra	A Capella/Madrigal Choir	Men's Choir

Please indicate the year your group wishes to participate: 2023 2024

Name of School/Organization: _____

Name of Ensemble: _____

Name of Director (with title): _____

Address of Ensemble: _____ City: _____

State or Province: _____ Postal Code: _____ Country: _____

Telephone: _____ Facsimile: _____ E-mail: _____

Number of Participants

Performers in Ensemble: _____

Directors: _____

Staff: _____

Administrators: _____

Chaperones: _____

Total Number of Participants: _____

Previous festivals and tours attended by group: _____

Recent repertoire: _____

Please send the following items with this application:

- 1. Recent audio or video recording (CD or DVD will be accepted)**
- 2. Any copies of previous adjudication or judging forms (if available) OR a current repertoire list.**

If accepted, a non-refundable deposit of US \$2,000.00 per group made payable to WORLD PROJECTS is required to hold space in the Festival.

Signatures: _____

Group Director

Date: _____

School Principal or Group Administrator

Date: _____



Please return this form and
all materials to:

Washington, D.C. International Music Festival
World Projects Corporation
110 East D Street, Suite K
Benicia, CA 94510 USA