



Oxford Cambridge and RSA

Monday 8 January – Sunday 21 January 2024

Level 3 Cambridge Technical in Performing Arts

05850/05851/05852/05853/05876 Unit 2C: Proposal for a commissioning brief

PRE-RELEASE

INSTRUCTIONS

- Choose **one** commission brief.
- You must undertake research to inform a proposal for the commission you have chosen.
- You will complete your proposal under controlled conditions.

INFORMATION

- The total mark for this task is **50**.
- The marks for each question are shown in brackets [].
- This document has **5** pages.

Select one of the following commission briefs:**Commission A****Primary Performance Project**

Your local Primary School is seeking an enthusiastic events company who will be able to facilitate an engaging 'performance day' on our school premises.

This day is allocated off timetable each year for pupils to engage in an exciting opportunity to perform and 'shine' outside of their day-to-day classroom activities. The event is aimed to be a fun day that the children will look forward to, which is fully inclusive and suitable for a range of ages and abilities.

There is no set theme so your creativity is crucial to engage the pupils.

If your company has what it takes to deliver a fun packed day of performance activity in our school, please submit your proposal for consideration to the Headteacher. Budget allocation will be discussed with the Governors depending on how suitable and inspiring your proposal is over other proposals.

The whole school premises, including the school field and school hall, can be made available for a full-day event if required. We currently have limited performing arts resources and equipment but do have lots of enthusiasm to support and host your project on site.

We look forward to reading your exciting ideas that will inspire our school community.

Commission B**'Project Re-enactment' – Happening History Ltd**

Happening History Ltd is seeking an organised and experienced event management team to produce an immersive, historical re-enactment in a large park area in central London.

This is a new event that will hopefully encourage people of different ages and backgrounds, especially history lovers, to get involved.

There is no specific historical event or time period for the re-enactment, however, the historical event needs to have taken place in London. Your creative ability will inspire our choice of project to launch what Happening History Ltd hopes will be an annual event.

As a high-profile outdoor event, we hope to attract tourists and locals to the event and for it to be considered as one of London's top ten experiences next summer. The Mayor of London has committed to support this project financially and the Royal Parks have kindly offered to host the event. With these prestigious partners, it is important that your proposal includes all costings and resources relevant to the event and has detailed information to present to the selection panel.

We look forward to receiving your exciting proposals for consideration at City Hall.

Commission C**Charity Support Event**

The local council has committed to support an event in the town centre that will raise awareness of local issues and the work of local charities, community organisations and volunteers. We want to make this event something that will stand out, engage local people, and celebrate success stories as well as raise awareness of more challenging local issues.

We anticipate that entertainment will attract people to the event but need exciting project ideas to be able to raise awareness. It is hoped that the local community can get involved, donate, or assist the organisations that have offered support in the area in future years.

We want the audience to be inspired by the successes that have been achieved but not to be overwhelmed with information! This is a difficult balancing act, which is why we are calling in the experts!

We need a powerful creative team to plan, set up and deliver this project. We are keen to hear your ideas and all proposals will be considered by the local council.

Scenario

You are the Project Development Officer for a company of performers and creative outreach workers. This is a new ensemble company formed after its members graduated from pre-professional training. There are four core members including yourself but you can 'pull in' other co-workers if necessary.

As a company you are multi-skilled but lack direct experience in the contexts described in the commissions; however what you lack in experience you make up for with enthusiasm and an ability to take on new skills and adapt existing ones, based on a thorough research and development process.

Although money is available, the commissioning organisations have not given a budget for the work. You must be competitive but remain committed to paying workers the going rate and employing them on professional conditions of service. You will also need to be realistic about the resources and equipment that are needed to successfully carry out the project.

The timescale for the project will arise from your proposal details and approach but could include 'added value' such as a long-term commitment to weekly workshops or a short tour of performances, depending on the commission details.

1 Produce a proposal report for ONE of the commissions.

(1500-2000 words, including supporting documentation).

Please state clearly which commission you have chosen.

Your report must contain:

- (a)** Introduction – that responds to a given scenario.
- (b)** Initial summary
 - (i)** A brief outline/executive summary of the project you intend to run, including the research undertaken.
 - (ii)** Details of who will benefit from this project and how their needs will be addressed (this should include commissioning organisation, participants and the company and company members).
 - (iii)** The timelines that will be necessary to deliver the project.
- (c)** The Proposal
 - (i)** This is an opportunity to 'flesh out' the details of the proposal and convince the commissioning organisation of your ability to deliver the project.
- (d)** Budget and Resources
 - (i)** Details of costs and resources needed to carry out the work.

- (e) Appendices
- (i) Details of adaptations and changes made in response to any pilot workshops/scratch performances and stakeholder research that may have been part of the R&D process.
- (ii) Planning documentation and budget.
- (iii) Health and safety and legal constraints.
- (iv) Details of how you intend to monitor and evaluate the process and the outcomes.

[50 marks]

END OF PRE-RELEASE

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