# Policy Plan Stichting InSPE

*October 2024 - September 2025*

## Introduction

The following is the policy plan of Stichting InSPE (International Student Productions Enschede) for the period October 2024 - September 2025.

The board of InSPE during that time period consists of:

- Iris Snellenburg as Chair
- Charlotte Büscher Secretary, Chief of Cast and Chief of Orchestra
- Pascalle Verlaan as Treasurer and Production Manager

This policy plan summarises how the board will run the foundation and what they aim to accomplish during the aforementioned time period.

## Foundation

Stichting International Student Productions Enschede (InSPE) was officially established in April 2018, after a successful production of Jesus Christ Superstar in 2017, followed by West Side Story in 2019, Fiddler on the Roof in 2021 and The Addams Family in 2023.

The main goal of the foundation is to get University, HBO and MBO students with different interests and backgrounds together to work on one extensive collaborative cultural project. This way, InSPE improves the solidarity between various cultural organizations and their members. In addition, InSPE provides a chance to work on a project on a larger scale. The vision of InSPE is to give students from different nationalities and backgrounds a creative outlet by working together towards a bigger goal in a fun and challenging way.

# Goals

## Safety

InSPE's objective is to maintain a safe and inclusive environment for all participants. To achieve this, two confidential contact persons (CCPs) will be appointed; one in the orchestra and one in the cast. The CCPs provide the option for participants to talk to someone outside the group they spend most of their time in. The CCPs will be appointed amongst the participants during the first rehearsal, which will take place on Friday, 4 October 2024. The CCPs will be offered a short training or briefing about their role, communication, and escalation procedures.

Halfway through the production, the board and creatives will invite each participant individually for a check-in and feedback session. During this session, participants can confidentially share concerns about safety and well-being.

If an unsafe situation comes up, the InSPE board will be the main point of contact. This can include issues like unfair treatment, bullying, abuse of power, or inappropriate behaviour. The board will handle these situations carefully, respectfully, and with full confidentiality.

## Production

The primary objective of the upcoming year is to successfully execute the production of *The Prom*. The board aims for a smooth production process from rehearsal to performances and everything in between. From the start of rehearsals, the board will put an effort into informing participants of the possibilities of joining a committee. The decor, costume, acquisition, and promotion committees support the board and creatives in bringing *The Prom* to life. The board will ensure the committees' work aligns with the creatives' artistic vision through regular communication and clear guidance, while still giving committees space for their own ideas and initiative.

The board aims to support each committee by assigning a responsible board member as its main point of contact. This board member was responsible for guiding the committee, communicating expectations and deadlines, and ensuring alignment with the overall production vision.

The board strives to maintain a structured rehearsal schedule. To achieve this, the board will plan meetings with the creative team to gather their input and ensure clear communication of schedules and expectations. The rehearsal schedule will be shared with the participants well in advance of rehearsals, so they know what to prepare and expect. Furthermore, a calendar containing all regular rehearsals, rehearsal days and show week dates will be shared with participants in the first week of rehearsals.

The orchestra currently consists of 10 members, which is not yet sufficient for the needs of *The Prom*. To address this, the board will actively recruit additional musicians throughout the rehearsal period. Recruitment efforts will include targeted posts on social media, outreach to local music schools and orchestras, and asking existing members to find new players through their networks. If necessary, guest musicians may be invited for specific parts or performances to ensure a balanced and complete orchestra.

At the end of the production, an evaluation will assess:

- Safety and inclusivity of the production environment
- Participant engagement and satisfaction
- Effectiveness of communication and organization

## Relations and Communication

The board will prioritise maintaining strong and open communication with the participants, creatives, supervisory board (RvT), Vrijhof Cultuur, and other cultural associations.

Participants will be kept up to date through semi-regular info mails and weekly board announcements. Monthly meetings and regular check-ins with the creatives will ensure smooth collaboration, shared expectations, and mutual understanding. The board will continue having bi-monthly meetings with the RvT.

The board will meet with Vrijhof Cultuur bi-monthly to discuss progress and the collaboration between the two parties, as well as to continue working on a formalised agreement regarding use of rehearsal space and joint promotion. The board aims to attend Apollo's culture sector meetings. By staying transparent and approachable, the board aims to build lasting relationships that support both this production and future InSPE projects.

## Funds

To ensure the financial stability of both the production and the foundation, the board aims to secure at least 60% of the production budget by March 2025 through a mix of subsidies, sponsorships, and fundraising activities. The acquisition committee will continue applying for both national and international arts funds and explore partnerships with local businesses for sponsorships or in-kind support. In addition, InSPE will expand its presence at regional festivals and paid events to generate income and visibility. After the production, a detailed financial report will be created to support transparent planning and strengthen long-term financial management.

## Sustainability

The board will continue its effort to stay financially sustainable by looking for financing methods outside of a production, such as working at more festivals. This way, InSPE hopes to become less dependent on funds and be a more stable organisation.

InSPE aims to make its production process as sustainable as possible. For costumes, props, and decor, the focus will be on reusing or repurposing existing materials and using second-hand items where possible. Promotional materials will primarily be digital to reduce waste, and physical materials, such as posters or flyers, will be printed in limited quantities. Program booklets will be provided digitally. Through these steps, the board hopes to reduce the environmental impact of the production while keeping costs manageable.

# Future of InSPE

InSPE's long-term goal is to continue developing as an inclusive, sustainable, and professional student theatre foundation. The board will focus on improving continuity between productions by documenting key processes and staying in close contact with future boards.

A key point of attention this year is the Student Union's requirement that at least 75% of participants are UT students. Since the group for *The Prom* has already been formed, the board will evaluate the demographic composition of this production and use the results to adjust recruitment strategies for future years. To strengthen involvement from UT students, InSPE will focus on greater visibility on campus, collaboration with cultural associations, and participation in student events. At the same time, the foundation will continue to welcome students from other institutions to maintain its international and diverse character.

InSPE also aims to build stronger connections within the cultural community of Enschede and with other student productions across the Netherlands. By doing so, InSPE hopes to secure its place as a unique international platform where students can develop creatively and collaboratively.