



CAPA Community Connections Fact Sheet

A Community Ticket Program for New Haven-Based Non-Profit Organizations

CAPA Community Connections is a community outreach initiative of CAPA / Shubert Theatre. It is designed to provide **NEW HAVEN-BASED NON-PROFIT** organizations with cultural and entertainment opportunities for the constituents of our diverse city who might not have the opportunity to experience the performing arts.

Who can apply?

Any non-profit organization may submit an application that is **NEW HAVEN-BASED** whose constituents **would otherwise not be able to afford tickets* to Shubert events** AND:

- is able to organize and implement activities for their group
- priority will be given to groups who serve families, teens and/or senior citizens

PLEASE NOTE: Only ONE application per organization/group will be accepted.

**Tickets are meant for needs-based constituents only, not for organization staff (excluding necessary chaperones).*

How you get an application?

APPLY ONLINE: visit www.shubert.com

PICK ONE UP at the Shubert Box Office - 247 College Street

OFFICE HOURS: Monday thru Friday: 9:30 am – 5:30 pm **CALL:** 203-773-4307 or **FAX:** 203-492-3887

EMAIL: kuzzardo@capa.com

APPLICATION DEADLINE: SEPTEMBER 21, 2018

Applications may filled out online, emailed, or be dropped off/mailed to:

Shubert Theatre, Attn: CCC Application, 247 College Street, New Haven, CT 06510

How long are applications valid?

This application is valid **only through June 2019**. All organizations **must reapply on a seasonal basis**.

How are groups chosen to participate?

A percentage of applicants from each New Haven Ward will be selected based on the total number of applicants received and pending the amount of funding secured for this program. Organizations who do not meet the program requirements or who have failed to meet past attendance and survey requirements will not be considered.

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If our organization is selected to participate, what will we receive?

- * Up to **10 complimentary tickets to attend a Shubert performance** scheduled between October 2018 and June 2019.
- * If we are unable to offer your organization tickets at the beginning of the season, we will retain your name on file in the event additional shows/tickets become available during the season.

When and how will my organization be notified?

The contact person indicated on the application will be notified by email on whether your organization has been selected to participate in this season's **CAPA Community Connections** program starting the week of OCTOBER 8, 2018.

Is it possible to receive more than 10 tickets?

The number of tickets distributed through **CAPA Community Connections** is based on funding received by the Shubert from donors who underwrite this program. In order to serve as many New Haven-based non-profit organizations as possible, we must limit the number of tickets to a maximum of **10 tickets for one Shubert performance**. **PLEASE NOTE: Children under the age of three and babes in arms will not be permitted into the theater.**

Where will our seats be located in the theater?

Participants will be seated **based on availability**. Tickets will be given to the **CAPA Community Connections leader** who in turn will be responsible for distributing them to members of his/her organization. ****Prior arrangements MUST be made for people who require special accessibility. Please call 203-773-4307 if you will be bringing patrons in wheelchairs.***

What is the cost to participate?

There is no cost to the selected organization(s). **CAPA Community Connections** is made possible by CAPA / Shubert Theatre through support from corporations, foundations and individual donors.

What is a CAPA Community Connections Leader and what are his/her responsibilities?

A **CAPA Community Connections Leader** is a member of the organization that has been identified/selected by that organization to act as the liaison between the Shubert and its group members. He/she will be **responsible for**:

- **Identifying** those participants within his/her organization who will receive the tickets.
- **Distributing** the physical tickets to each participant in his/her organization/group prior to the performance.
- **Coordinating** transportation for your his/her organization/group to and from the theater.
- **Disseminating** program information and related materials to their participants.

Who can I call for more information?

Please call Kelly Wuzzardo at the Shubert Theater at 203-773-4307
Monday – Friday: 9:30am - 5:00pm or email kwuzzardo@capa.com