

The annual

# PACIFIC BASIN MUSIC FESTIVAL

HONOLULU - HAWAII



*World Projects Corporation is proud to present*

**The 39<sup>th</sup> Annual**  
**PACIFIC BASIN MUSIC FESTIVAL**  
***INSTRUMENTAL Prospectus***  
**March 24 – 28, 2024**

Dear Music Educators and Group Administrators:

*Aloha* and *Mahalo* to you for considering the PACIFIC BASIN MUSIC FESTIVAL as your music performance tour in 2024! This will be the festival's 39<sup>th</sup> anniversary, which over the years has earned the reputation of being the finest educational music festival in the Pacific Islands.

The Pacific Basin Music Festival is an international event, bringing together the most talented junior high, high school, community, and college-level bands, orchestras, and choirs from countries of the Pacific Basin and beyond. Festival activities include adjudicated and outdoor group performances, a full ensemble workshop, an exchange rehearsal with another festival ensemble, and a Welcome Luau Dinner. One adjudicated ensemble will also be selected to work with the festival's composer-in-residence to develop a commissioned work that will be premiered at Hawaii Theatre. With groups attending from countries such as Australia, Canada, Germany, Japan, New Zealand, Singapore, South Korea, Taiwan, Tonga, the United States, and the territory of Guam, this is a unique opportunity for international exchange through social functions and music. Students and directors will have access to outstanding international educators, conductors, and clinicians in a positive and meaningful environment.

Thanks to the vision of its founder Mr. Robert Lutt, who was a highly-respected music educator in his own right, this innovative and much needed Festival became a reality in 1985. And today, it continues to foster the same spirit of cooperation and communication through music education, which was Mr. Lutt's goal 39 years ago.

We invite you to discover the "Aloha Spirit" as we continue this gathering of peace and understanding through the language of music. Please contact any of our offices worldwide if we can be of further assistance in making this journey a reality for *your* group!

Aloha,

A handwritten signature in black ink that reads 'Deborah Gibbs'.

Deborah Lee Gibbs

CEO

World Projects Corporation

MUSIC FESTIVALS - PERFORMANCE TOURS - NEW MUSIC PUBLISHING



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*World Projects International Music Productions*

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## 2024 Pacific Basin Music Festival – Instrumental Preliminary Schedule

(Itinerary subject to change)

### DAY ONE: Sunday, March 24, 2024 – HONOLULU ARRIVAL (D)

**Morning / Afternoon** Groups arrive into Honolulu and receive a traditional Hawaiian lei greeting! Transfer to the hotel in Waikiki.  
A World Projects staff member will meet you at the hotel and assist with check in (*or baggage storage if you arrive before the hotel's check in time*).  
Enjoy some free time and lunch on own.

**Evening** This evening, enjoy a traditional Hawaiian Luau. Upon arrival, a Festival Group Photo will be taken (TBC).  
Enjoy dinner alongside other festival participants. This will be your opportunity to meet students from all over the Pacific Rim! After the Luau, all groups will return to their hotels.



### DAY TWO: Monday, March 25, 2024 – HONOLULU – Workshop & Outdoor Performance

**Morning** Breakfast on own (*group breakfast may be arranged for an additional cost*).  
Meet at the festival hotel with instruments.  
Enjoy a group **workshop** with Festival Faculty at the 'Alohilani Resort this morning.

**Afternoon** Lunch on own. The Outdoor Concert Series begins this afternoon. Participating festival instrumental ensembles will have an **outdoor performance** at the Ala Moana Centerstage.

**Evening** Dinner on own, or it may be arranged through World Projects.  
Return to the hotel.







### **DAY THREE: Tuesday, March 26, 2024 – HONOLULU – Adjudicated Performance**

Morning Breakfast on own (*group breakfast may be arranged for an additional cost*).

*Depending on the number of participating ensembles, an afternoon instrumental concert might also be scheduled today. In the case that there is an afternoon concert, instrumental sound checks may also be scheduled for the morning.*

Afternoon

Lunch on own.

Later, transfer to this evening's performance venue (*TBD – previous concerts have been held in a Waikiki area hotel's ballroom*). Groups will have a sound check on stage.

Evening

Following your sound check you will have time for dinner on your own or it may be arranged through World Projects.

Return to the performance venue for the **Adjudicated Instrumental Concert**. Following the concert, all groups will return to their hotels.



### **DAY FOUR: Wednesday, March 27, 2024 – HONOLULU – Exchange Rehearsal & Command Performance Concert**

Morning Breakfast on own (*group breakfast may be arranged for an additional cost*). This morning, enjoy an **exchange rehearsal** with another festival ensemble where you will be able to sight-read and rehearse each other's music.

Afternoon

Lunch on own.

Evening

Dinner on own or it may be arranged through World Projects. Assemble in the hotel lobby and load the coaches. Transfer to the **Festival Command Performance Concert** at Hawaii Theatre. After the concert, there will be an Awards Ceremony. After the Awards Ceremony, all groups will return to their hotels.



### **DAY FIVE: Thursday, March 28, 2024 – HONOLULU DEPARTURE**

Morning Breakfast on own (*group breakfast may be arranged for an additional cost*).

Morning / Afternoon Groups will check out of their hotels and transfer to the airport. Say goodbye to this island paradise!

***Thank you for performing in the 2024 Pacific Basin Music Festival!***



## Organization

World Projects Corporation, located in Benicia, California, founded the PACIFIC BASIN MUSIC FESTIVAL in 1985. Ms. Deborah Lee Gibbs is Chief Executive Officer and sole owner of the company.

## 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 PACIFIC BASIN MUSIC FESTIVAL utilizes a number of facilities in Honolulu, including the 'Alohilani Resort and the Hawaii Theatre. The outdoor performance will be held at Ala Moana Shopping Center's "Center Stage", the Aloha Tower Marketplace Atrium, Kapiolani Bandstand or similar.

## Festival Adjudicated Concerts

Each ensemble at the 2024 PACIFIC BASIN MUSIC FESTIVAL will be allowed a maximum of 20 minutes of performance time at the Festival Adjudicated Concerts. Our esteemed panel of adjudicators will critique your performance and offer written and recorded comments, which are given to the director at the conclusion of the concert. **Each adjudicated ensemble must submit three copies of original scores for each piece of music being evaluated. Please note that copies of scores will not be accepted and that only original scores will be provided to our adjudicators.** Our esteemed panel of educators will adjudicate your performance and provide recorded critiques (for pieces with original scores) which will be given to the director at the conclusion of the festival.

## Festival Awards

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

## Command Performance

Following the adjudicated concerts, our faculty will select one instrumental group and one choir to perform at the Festival Command Performance Concert held in Hawaii Theatre the following evening. The ensembles selected for this honor best represent the spirit, enthusiasm, and camaraderie of the Festival.

## Full Ensemble Workshops

Each ensemble will receive a one-hour coaching session from a guest conductor at PBMF, using a private rehearsal format. Generally, this session will use the group's festival music during the workshop. Directors will have ample opportunity to discuss the content of these sessions with the clinician prior to the workshop.

## Group Exchange Rehearsal

Each participating instrumental group will have the opportunity to experience a musical and cultural Group Exchange Rehearsal with a band or orchestra from a different region. In the past, these exchange rehearsals had been arranged on a case-by-case basis only but have proven so enriching that they are now part of each group's festival schedule. Groups will be able to play each other's music in an informal rehearsal session lasting 90 minutes.

## Outdoor Concert Series

Every group participating in PBMF will have the opportunity to perform as part of the festival's Outdoor Concert Series. Past venues have included Ala Moana Shopping Center's "Center Stage", the Aloha Tower Marketplace Atrium, and the Kapiolani Bandstand. This outdoor concert is informal, allowing ensembles to perform "lighter" music if desired. Each ensemble will be given a maximum performance time of 45 minutes for this concert. Groups with multiple ensembles will share a concert at their outdoor performance.



### **Ask for our World Premiere Application!**

World Projects is thrilled to continue our New Music Initiative with composers from across the United States! Continuing in 2024, one commissioned piece will be World Premiered at the Pacific Basin 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 Hawaii Theatre. 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.

### **Limited Participation**

In order to ensure a quality experience, the festival is generally limited to a maximum of ten (10) participating instrumental groups. Groups that are denied entry based on available festival capacity will be given first priority in the following year (unless an organization is denied based on its music submission). Once accepted, space for a group can only be guaranteed upon receipt of the non-refundable deposit (see *Payment and Cancellation Schedule*).

### **Jazz Bands**

Although jazz bands cannot be scheduled for adjudicated festival performances, these students are welcome to accompany the group and participate in all other educational and cultural activities during Festival Week. On a case-by-case basis, these adjunct groups may have the opportunity to perform as part of the festival's Outdoor Concert Series.

### **Length of Stay**

To ensure that students receive maximum educational benefit from the festival, all participating groups are asked to arrive in Honolulu in time for the Festival Welcome Luau Dinner (Day One) and remain until after the Command Performance (Day Four). Extra days in Honolulu can be arranged for your group either before or after the main festival dates.

### **Chaperones**

World Projects requests all youth groups in attendance have approximately **one adult chaperone for every eight to ten students**. Chaperones must stay in the same hotel as students, taking one of the participant packages offered as part of the group tour. Please check your school's chaperone requirements as well.

### **Social Events**

Festival groups will attend a traditional Hawaiian Luau, where they will enjoy dinner with other festival participants. Students will receive random seating assignments, allowing them to meet students from other schools and nations.

### **Meal Arrangements**

The Pacific Basin Music Festival includes a Welcome Luau Dinner. Additional group meals can be arranged at a variety of restaurants around Waikiki. Some of the hotels also have options for booking either group breakfasts or group dinners. Please contact your World Projects representative for more information on what options are available.

### **Air Travel Arrangements**

Air travel to and from the Pacific Basin Music Festival can be arranged by World Projects at competitive market rates. For round-trip air travel from your area to Honolulu, contact the World Projects Headquarters office toll free (800) 922-3976 or from out of the US +1 707 556 5885.



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## Additional Information

- ◆ The scheduled Faculty and Composer-in-Residence will be announced in September of 2023 (subject to change).
- ◆ Please note that walking to and from festival venues may be required.
- ◆ The weather in Honolulu during March is normally quite warm with highs around 80° F and low temperatures around 68° F. As it is still spring there is a good chance of passing rain showers, but usually these pass quickly and are quite brief.

## Festival Application Procedure

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

The deadline for application for the 2024 festival is November 1, 2023. 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 (which will be applied to the final 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 Festival Director.

## Director's Information Packet

A Director's Information Packet will be mailed 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 Participation Agreement

Once the group deposit has been received, World Projects will require the group leader to sign a Group Performance Agreement which outlines the terms and conditions including tour costs, inclusions/exclusions and Payment and 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.



## Ground Package Inclusions

- ◆ Four (4) nights or Five (5) nights of hotel accommodation (includes taxes and portorage)
- ◆ One (1) gratis ground package for every 20 paid participants based on double occupancy rate
- ◆ Lei greeting and airport transfers for group and equipment
- ◆ All required group coach transportation during festival to Outdoor Performance and Hawaii Theatre
- ◆ Festival Welcome Luau (includes dinner)
- ◆ One (1) workshop per group with Festival faculty
- ◆ One (1) group exchange rehearsal
- ◆ One (1) Festival performance and recorded adjudication comments
- ◆ One (1) Festival performance recording per ensemble
- ◆ One (1) PBMF Outdoor Concert Series Performance
- ◆ Official Festival Souvenir Program
- ◆ Official Festival T-shirt
- ◆ Group Award Plaque
- ◆ Souvenir print of Festival Luau Photo for each group
- ◆ Festival registration fees
- ◆ Access to all Festival concerts & events
- ◆ Official Festival photographer at adjudicated performance venue and luau (prints available for order)
- ◆ 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, music stands, chairs
- ◆ Artist Pass Lanyard

## Ground Package Exclusions

- ◆ Airfare (*Available through World Projects – See Air Travel Arrangements*)
- ◆ Meals not mentioned in Inclusions (Opening Luau is included)
- ◆ Rollaway beds
- ◆ Items of a personal nature (laundry, room service, internet connection fees, covid testing, etc.)
- ◆ Additional instrument rentals (*World Projects can arrange rentals at additional costs*)
- ◆ Additional sightseeing excursions (*World Projects can arrange a variety of Hawaii sightseeing activities which are presented as Optional Sightseeing Activities in the Director's Packet*)
- ◆ Group transfers to non-festival events
- ◆ Cancellation Insurance, Cancel for Any Reason (CFAR) Insurance, and Musical Instrumental Insurance

## Payment and Cancellation Schedule

Date	Payment / Type	Cancellation / Refund
Upon Acceptance	US \$2,000 per group deposit	Non-refundable
September 15, 2023	US \$100 per person	Non-refundable
November 1, 2023	US \$400 per person	50% refundable to December 15, 2023
February 1, 2024	Balance in Full	50% refundable to February 15, 2024

Note: All payments must be made by school check, bank check or wire transfer – credit cards will not be accepted. Individual payments can be accepted for an additional fee via WeTravel.



## **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. Trip Cancellation insurance and Cancel For Any Reason (CFAR) insurance is not included. Information on purchasing optional Trip Cancellation insurance and Cancel For Any Reason (CFAR) insurance will be sent to the group leader.

### **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. However, if you would like all students to pay the same rate, we can create a custom Student Multi-Share package. This custom package would account for most students in quad-share rooms and up to a certain amount (will be based on your estimated pax count) in triple-share rooms. The double and single packages would still apply to traveling adults.

**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. All additional costs for optional sightseeing activities will be represented on your group's final invoice.

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. string bass, additional percussion, 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 Operations 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 Operations 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.

## PACIFIC BASIN MUSIC FESTIVAL

HONOLULU - HAWAII



**PACIFIC BASIN MUSIC FESTIVAL**  
**OFFICIAL APPLICATION FORM**

**NOTE: Applications close on November 1, 2023 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):*

Wind Ensemble

Concert Band

Orchestra

Other

Please indicate the year your group wishes to participate: 2024    2025

Name of School/Organization: \_\_\_\_\_

Name/Type 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: \_\_\_\_\_

Hotel Preference: 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_

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: Pacific Basin Music Festival  
 World Projects Corporation  
 110 East D Street, Suite K  
 Benicia, CA 94510 USA