



poB 456 | union | WV | 24983

PROGRAM/EVENT PROPOSAL

Organization _____

Activity Proposed _____

Purpose _____

Location _____

Audience _____ Est. # _____

Date(s)/Time(s) _____

Is this an ___ annual ___ monthly ___ one-time event?

Other _____

Projected Costs:

Venue Rental _____

Equipment Rental _____

Materials _____

Performance Fees _____

Refreshments _____

Advertising/Publicity _____

Invitations/Postage _____

Other _____

TOTAL _____

Projected Revenues:

Instruction Fees _____

Admission (@ \$ _____) _____

Sponsorships _____

Donations at door _____

Other _____

TOTAL _____

Requested commitment from Monroe Art Alliance \$ _____

Other funding sources _____

Program/Event Coordinator: _____

Phone: _____ E-Mail _____