

Proposal for Programming, Falls Church Arts

1. NAME OF PROGRAM (not necessary unless you have a specific idea)

2. TYPE OF PROGRAM (performance, music, art show, demonstrations, Artists' Roundtable, other - please specify)

3. BRIEF DESCRIPTION OF PROPOSED PROGRAM:

4. Is the program date-sensitive?

5. Any required timing? (specific weekday, weekend, day or night)

6. Number of volunteers needed

7. Are you available to plan and/or administer the program?

8. Is this a program you think might have an admission charge?

9. Items needed to stage program (inside/outside, easels, projector, sound system, etc.)

10. Demographics of audience? (children, families, anyone special, Metro, local?)

11. Number of anticipated attendees

Please provide any additional information that you feel would be helpful to FCA's Events Group in considering this proposal (use additional page, if necessary).

Proposer's name:

Contact information (phone, email address):

Date:

Thank for your ideas and contributions to Falls Church Arts. The Events Group will be in contact with you regarding your proposal after it is reviewed at an Events Group meeting.

Please mail your suggestion to: Events Group, Falls Church Arts, P.O. Box 6912, Falls Church, VA 22040