



PROPOSAL

Thank you for your interest in Launch My Idea. Please fill out this proposal to the best of your ability. Don't worry if you do not have all the answers yet. We will help you fill in the blanks!

Name:

Grade:

Phone:

Email:

Purpose:

Please describe the general purpose of your program or activity in one or two sentences.

Who should attend your program?

Is this program for girls, boys, or both? What age group does your program target?

What will you be teaching, sharing or doing?

Please give us as much information about your idea as possible. (Attach a separate page if needed)

Where will this program be held?

Will this program be held indoors or outdoors? How much room is needed? Do you need tables or an open space? Will you need access to a sports field? Please be as specific as possible.

When will the program be offered?

When do you want to run this program i.e. time of year? How many days, weeks, months does it span? How many hours per day? Is this an after-school, or evening program?

How much will it cost?

Please list any supplies or equipment needed to run your program and estimate the cost if possible.

Please use additional paper as needed and submit your proposal to Diane Lasher-Penti, Youth Services Director at dpenti@ellington-ct.gov or drop it off at the Youth Services Office at 31 Arbor Way.