

Burk's Falls, Armour & Ryerson Union Public Library Program Proposal

(Policy Programming C-7)

Burk's Falls, Armour & Ryerson Union Public Library will offer a variety of programs that promote the enjoyment of reading and provide information, education and cultural enrichment to the community. Co-sponsorship of programs with other agencies is encouraged. The Library's role in such cases may include, but is not limited to, library staff time in planning the program, furnishing space for the program and promotion of the program.

The Library welcomes program proposals from individuals and community groups. Library staff will examine the request to determine if the program proposal supports the mission of the Library and if the resources needed to implement the program are available.

In order to make a program proposal to undertake a program for Burk's Falls, Armour & Ryerson Union Public Library, please complete the following:

NAME:	
ADDRESS:	
TELEPHONE:	
ORGANIZATION:	
EMAIL:	
WEBSITE:	

1. DESCRIPTION OF THE PROGRAM (outline, length, format, estimated cost of program and source of funding (if any), speakers/performers, target audience etc.)

[illegible]

2. DESCRIBE HOW YOUR PROGRAM COMPLEMENTS THE LIBRARY COLLECTION, SERVICES, GOALS, AND INTERESTS OF THE COMMUNITY

3. PLEASE OUTLINE SPEAKER/PRESENTERS CREDENTIALS, EDUCATION OR EXPERIENCE (Attach resume, reference letters, or supporting documentation as applicable)

- ☐ I grant permission to BARUPL to contact references or contacts provided for the purpose of confirming credentials, education or experience.
- ☐ Vulnerable Sector Check and Police Record Check provided

Signature: _____

4. PREFERRED DATE(S), DAY(S) OF THE WEEK, AND/OR TIME(S)

For profit programs will **NOT** be considered for library co-sponsorship. If fees are collected for programs they will be with the intent of recovering Library funded material costs. The Library reserves the right to cancel programs for any reason, including when registration is less than ten individuals.

Please forward your complete program proposal to the CEO burksfallslibrary@gmail.com for consideration. Thank-you!