

Citizen Program Proposal Form

Approved: February 11, 2020

Effective: February 11, 2020

Revision:

Review:

If you would like to propose a program, recommend a book title or author event that is free of charge at the Library, please fill out the form below. All proposals will be evaluated based on availability of space, need, budgetary considerations, and how they support the Library's mission.

HAPL plans programs at least 3 months ahead of time. Programs must be held during normal library hours. The cost of the program is the responsibility of the presenter.

Those selected will be contacted and will have to be vetted pursuant to the Library's Programming Policy. If a program is not accepted, a *Request for Reconsideration of Program Presentation* form, may be submitted. Thank you for your interest in the Hudson Area Public Library.

GENERAL INFORMATION

Contact Person/Organization: _____

Address: _____

Phone Number: _____

E-mail address: _____

Website (if applicable): _____

Program Content: _____

Presenter(s) Name(s): _____

Title of Program: _____

Type of Program (Lecture, panel discussion, performance, film screening, workshop, book talk, etc.):

Brief program description (3-4 sentences):

Who is the primary audience for this program? (Check all that apply):

____ Children ____ Teens / Tweens ____ Adults ____ Seniors

____ Families ____ Community Event ____ Specific Age Range: _____