

**Project Proposal**



Project Proposals must be completed in alignment with the Barossa Broadcasting Board's Project / Event Policy.

Completed Project Proposals including the project plan per example on page 2, must be forwarded to the Chairperson, [chairperson@bbbfm.com](mailto:chairperson@bbbfm.com), or placed in the locked mailbox at BBBfm studios.

Project proposals will be reviewed at the next scheduled Board meeting after receipt.

The Board may request further information from the proposer to enable a decision; the Board commits to delivering a decision as soon as possible after all information is to hand.

Project Name: .....

Proposed by: .....

Purpose of Project (brief description):

.....

Details of Project (eg intended beneficiaries, supporting organisation infrastructure, service/goods to be provided, target outcomes, estimated resulting income):

.....

.....

.....

Duration of Project: Start Date ..... End Date .....

Estimated cost of Project (please append breakdown of costs): .....

If funding is required for this project, please provide details of intended source, eg Board budget, Community Broadcasting Foundation grant; local Council grant:

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Describe planned opportunities for using this Project to promote BBBfm:

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Who will assist you with this project: .....

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Describe the (non-financial) support you might require from the Board and/or Members of BBBfm: .....

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Date Proposal received: .....	Date reviewed by Board: .....
Further action required?: .....	
Decision by Board: .....	



