

PROJECT PROPOSAL — SCHOOL OF MUSIC, THEATRE, AND DANCE

Please provide the following information in *separate document*. Remember that priority is given to projects that are well described, planned, and meet educational goals of the program(s) or students.

Important Reminders:

- Independent project proposals are NOT considered part of the Theatre, Dance, and Opera Production season. As such, the organizer (person filling out this form) is responsible for aligning and scheduling resources to make it happen. **DO NOT ASSUME THAT FACULTY OR STUDENTS ARE ASSISTING IN THE EVENT.**
- Please consult the room calendars available on the MTD website BEFORE submitting. This will help to streamline the process.

Name:

Date submitted:

Project Title:

Advisor(s), if any:

1. **WHAT is it? Describe your project (design/technical needs, student involvement, etc.):**
2. **WHERE would the project ideally take place? Why?**
3. **WHO is it for? Describe the audience or those intended to be affected by your project.**
4. **Is there a sponsor (program or student group) to the event?? If so, in what ways will they/it be directly involved?:**
5. **WHY is it important? Describe why this project should be done now? How does it further the theatre program and/or your educational goals, objectives, etc.?**
6. **WHEN: Timetable (include details such as Performance Dates, Rehearsal, Tech, etc.)**

Event/Step	Date

7. **Budget (please be specific and note any AWARDED additional funding):**

Item	Cost Estimate
	\$
	\$
	\$
Total	\$

8. **Is there expected income or tickets sales? How will the proceeds be applied?**

Please submit a complete project proposal to Ben Stark, benstark@ksu.edu
Proposals will be considered by the faculty in order of submission.