



Event Proposal Form

Thank you so much for your interest in proposing an event or program to the Latispánica Cultural Association. We are excited to see the ideas you have in mind and how this will help us impact our community!

We welcome any idea and would love to collaborate with you upon event approval. Please complete the following information to the best of your ability, and return the completed form to info@latispanica.org . Board Members will review your proposal and communicate the decision via email.

This form is to be completed by **volunteers or community members** who want to propose an event to Latispánica.

Event Details:

Event Title	
Target Audience	
Proposed By (name)	
Event Date	
Venue (if applicable)	
Contact Information (email, phone number)	

Event Overview/Description

(Please share details about the event idea and other relevant information)

Is this a recurrent event? If so, how many events would you like to provide?



Is there a cost associated with this event? If so, please specify what the costs would be and if there are any available estimates.

Who is going to organize and execute the event/program? (please share a short description and qualifications). If applicable, how many volunteers would you need?

Is the event open to the public? Is there any ticket fee associated with it?

How would you like Latispánica to help you carry out this event? Select all that apply:

- Funds
- Advice and expertise
- Volunteers
- Marketing and promotion
- Connections with other organizations
- Other: _____

This form is submitted on _____

THANK YOU FOR SUBMITTING YOUR PROPOSAL!