Event Name:

Purpose:

Goals:

Church Support needed:

* Facilities support
  + Which campuses and rooms you will need
* Production support
  + Video
* Communications support
  + Email Communication (What type of email communication do you want? How often? Targeted audience or general audience?)
  + Social Media Communication (Be specific about what you want and how often)
  + Printed Communication (Who will make it? Who will print it?)
  + Signage (Who will design, order, pay for?)

# BUDGET

| Description | Quantity | Unit Price | Cost |
| --- | --- | --- | --- |
| Banners |  | $‎ | $‎ 0 |
| T-shirts |  | $‎ | $‎ 0 |
| Cardstock for handouts |  | $‎ | $‎ 0 |
|  |  |  |  |
| Total |  |  | **$‎ 0** |