



Valley Educational Center for the Creative Arts, Inc.
Dedicated to Excellence in the Arts

123 S Main St, Woodstock VA 22664 | veccarts@gmail.com | vecca.org | 540-459-7500

New Project Proposal Form

Artists interested in creating a project involving VECCA must complete a Project Proposal Form. Once this form and all other required materials **including a proposed budget** are submitted, VECCA board will contact you to set up a meeting to discuss your proposal.

Please send a detailed project description with a budget and any images to veccarts@gmail.com.

Project Manager's Name

Street

City

State

Zip

Phone Number

Email

Proposed Project Title with Project Description

Timeline to Completion (include any specific days for this project)

Project Begins: _____

Projected Completion Date: _____

Target Audience (Check all that apply)

Adult Young Adult Children Other: _____

Where will the project take place?

At VECCA Online Other: _____

What are your volunteer needs? (write the number of volunteers you anticipate needing)

VECCA volunteers: _____ Other: _____

What are your marketing plans/needs?

Website page Facebook Event Page Newspaper

Other: _____

Equipment Needs: List what equipment/facilities you will need for this project

Expected Supplies Provided by VECCA for the Project

Expected Supplies Provided by any co-sponsors for the Project

What supplies do participants need to bring to fully participate in the project?

Have you offered this project elsewhere? Yes No

If so, when and where? _____

Please attach project details and any website links to images.

Provide additional information you would like us to know about the proposed project.