



# Program Proposal Form

A new program proposal form is required for every new show, new host, or at any time there is a major change in program format.

<b>Name:</b>	<b>Date:</b>
Address:	Tel:
	Mobile:
Email:	

<p><b>Program Name</b> How might it appear on our program guide?</p>	
<p><b>Type of Program</b> Is it only music, magazine format (music and spoken word), multi-cultural, specialised spoken word, news, documentary, creative, etc?</p>	
<p><b>Program length</b> - Music or magazine format shows are 2 or 3 hours. - Spoken word pre-recorded content weekdays between 6am and 6pm is between 1-5 minutes in length. - At other times of the week spoken word is from half to one hour (pre-recorded or live).</p>	
<p><b>AUDIENCE</b> - Who would listen to your program?</p> <p>- Are they members of any particular community groups or organisations with which you are involved?</p> <p>- Approximately how many people are in this target audience?</p> <p>- How can you build a listening audience?</p>	

<p><b>CONTENT</b></p> <ul style="list-style-type: none"> <li>- What would be your music playlist of a typical program? (attach as a separate list if necessary).</li> </ul> <p>NOTE: Our overall music content has to be at least 25% Australian composed or performed.</p> <ul style="list-style-type: none"> <li>- How would you describe the spoken word content in a typical program?</li> </ul>	
<p><b>STATION MISSION</b></p> <ul style="list-style-type: none"> <li>- Why does Hobart FM need this program?</li> <li>- How will your show contribute to our mission to entertain, inform and educate English (and/or non-English speaking) greater Hobart residents in an alternative and innovative way about music, community activities, organisations, and the arts.</li> </ul>	
<p><b>RESOURCES</b></p> <ul style="list-style-type: none"> <li>- Do you have enough recorded music?</li> </ul> <p>NOTE: You can play from CDs, minidisks, your own laptop computer or LPs.</p> <ul style="list-style-type: none"> <li>- Spoken word: How would you obtain this material?</li> </ul>	
<p><b>ADDITIONAL VOLUNTEER SUPPORT</b></p> <ul style="list-style-type: none"> <li>- What additional support can you give to the station? e.g. reception shifts weekdays, attending fundraising events, newsletter mail-outs, pre-recording and editing segments or programs for others, writing, taking photographs, etc</li> </ul>	
<p><b>LONGEVITY OF PROGRAM</b></p> <ul style="list-style-type: none"> <li>- For how long can you broadcast this show?</li> <li>- Do you leave for long breaks during the year?</li> <li>- Do you have a back-up presenter(s)?</li> <li>- How available are they for training?</li> </ul>	

<p><b>PRE-RECORDING</b></p> <ul style="list-style-type: none"> <li>- Are you able to record the show on your own equipment?</li> <li>- Are you interested in pre-recording your show in studio B?</li> </ul> <p>NOTE: This gives us greater flexibility in scheduling your program.</p>	
<p><b>POLICIES AND PROCEDURES</b></p> <p>Are you willing to sign all our station governance policies and procedures? You can read them on our website  <a href="http://www.hobartfm.org.au/policies.html">http://www.hobartfm.org.au/policies.html</a></p>	

FOR OFFICE USE

<b>Date Received:</b>	
<b>Programming &amp; Training Sub-Committee:</b>	
<b>Management Committee:</b>	
<b>Start date and time slot:</b>	
<b>Applicant informed and their acceptance received:</b>	