



Event Proposal Form

MBB-LA welcomes proposals from members that address the MBBI and MBB-LA stated vision and mission. Proposals may be for events that occur one time, are ongoing, solo ventures, or in partnership with other local groups. Please complete the form below and the MBB-LA leadership team will contact you about your proposal's status.

Note that your proposal must be approved by the MBB-LA Leadership Team and Chapter in order to receive full support. The MBB-LA Leadership Team will contact you within a month of your proposal submission with an answer on the status of your proposal. An event contract will follow if your proposal is accepted.

Basic Information:

Event team representative:

Contact email & phone number:

Event team members & contact numbers:

Are you a current MBB-LA member (dues paid and up to date)? Yes No

Submission Date:

Proposed event date and time (must be at least 5 months from submission date):



Mediators Beyond Borders

INTERNATIONAL
Los Angeles

Event Outline

Event Name:

What is the purpose of this event?

Is this proposal a part of a larger event? Location:

Other than Team members Who will participate in this event?

How many participants do you expect? _____

How will participants benefit from this event?

Event Management

Event Leadership (list all participants involved in planning and their roles):

Event contact:



Mediators Beyond Borders

INTERNATIONAL
Los Angeles

What is the projected budget needed? _____

Budget Breakdown:

What is your current budget? _____

What other non currency resources are needed?

What other partnerships are you seeking?

How will you raise needed funds?



Mediators Beyond Borders

INTERNATIONAL
Los Angeles

MBB-LA Partnership

MBB-LA may provide the following resources to partner in proposed events:

- Email notifications
- Flyer creation/distribution
- Financial support as appropriate and available
- Volunteer Outreach
- Secondary or Tertiary Partner Outreach
- Non-profit designation
- Advice on organizing and execution of event
- Avenues for Fundraising (e.g. methods for accepting credit cards, collecting checks/cash etc)

What resources are needed specifically from MBB-LA? Please describe in full detail.
