



Date:

**Eco-Reps Event/Campaign
Planning Form**

Name:

Place/Community:

Proposed Title:

Proposed Date/Time of Event/Campaign:

Anticipated # Attended/Impacted:

Anticipated Cost (Budget \$25/Eco-Rep):

GOALS & OBJECTIVES:

1. Who should I work with and/or reach out to co-sponsor or partner with?

I will be working with another Eco-Rep? YES NO

If yes, who?

2. How does this event connect to the goals of the Eco-Rep Program?

3. Why do I want to do this event/campaign?

MATERIALS:

4. What materials need to be PURCHASED within your budget?

5. What materials are needed from CSE for this event/campaign?

ADVERTISING:

6. How do you plan to advertise for this event/campaign?

I need help from other Eco-Reps to complete this advertising: YES NO

I need help from my CA/RA's to complete this advertising: YES NO

I need help from CSE to complete this advertising: YES NO

Explain/Who?:

TIMELINE:

DATE

TASK