



**APPLETON PARKS AND RECREATION DEPARTMENT**

**New Recreation Program Proposal**

(Completed by person/group requesting program)

**Program Proposal:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Club, Group, Affiliate, Agency:** \_\_\_\_\_

**For Profit:** \_\_\_\_\_ **Not-for Profit:** \_\_\_\_\_ **N/A** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Program Description:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Target Audience:** \_\_\_\_\_

**APRD Involvement in Program:** We would like to partner with the APRD by having assistance in: (Please check all that apply) **Marketing** \_\_\_\_\_ **Staff Support** \_\_\_\_\_  
**Facility** \_\_\_\_\_ **Program Coordination** \_\_\_\_\_ **Accept Registration** \_\_\_\_\_

**Other** \_\_\_\_\_

**Program Costs and Fees:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(Include a brief outline of program budget.)

Send the completed form to [aprd@appleton.org](mailto:aprd@appleton.org) or mail to  
**Recreation Manager**  
**1819 Witzke Blvd**  
**Appleton, WI 54912**

**NOTE: Allow three weeks from the submittal date for a response.**