

PROJECT TIMELINE:

- August 2017
- Planning meetings with program staff and workshop instructor
 - Compose draft of application and submit it to AMH Grants Team for review
- November 15, 2017
- Submit application for 'Drumming Workshops at Anytown Library'
- Early March, 2018
- Receive funding notification
- Early March, 2018
- Draft flyers and text about workshop
 - Create ad for local paper
- Early April 2018
- Submit call for participants to local papers and email distribution lists
 - Post flyers for participants in local libraries, pediatrician offices, send to local schools, and music teachers, post on AMH online calendar
 - Follow-up calls to local music teachers and arts leaders to promote workshop
- Mid April 2018
- Confirm space with Methodist Church
 - Begin taking RSVPs for workshop participants
 - Confirm schedule of program with workshop instructor
- May 1, 2018
- Confirm final participants
 - Buy materials needed for workshop
- May 1, 2018
- Submit Interim Report to Arts Mid-Hudson
- May.3 – June 24
- 8 Weekly workshops
- June 20, 2018
- Invitations out to parents, community and local politicians for final recital
 - Press release to local papers about program and final recital
- June 30, 2018
- Culminating Recital
- Early July 2018
- Meet with lead artists to review program and identify challenges and best practices
 - Review program with library staff
 - Follow-up calls to participant's parents to garner feedback
- August 1, 2018
- Submit final report to Arts Mid-Hudson