

Event Proposal: Christmas Carol & Mini-Carnival Outreach Program

1. Introduction This proposal outlines a Christmas Carol & Mini-Carnival Outreach Program organized by our church. The event includes: • Carol program • Bouncing castles/kids play area • Food stalls and small vendor outlets • Community engagement activities The goal is to bring the community together, share the love of Christ, attract newcomers, and strengthen the church's outreach.

2. Objectives of the Event • Strengthen community relationships • Provide a safe and fun environment for families • Create awareness about church ministries • Raise funds for church activities • Provide an opportunity to reach new souls

3. Expected Benefits **Advantages** • Increases church visibility • Attracts families and youth • Opportunity for evangelism • Fundraising through stalls • Builds unity among church members **Disadvantages / Risks** • Weather-related problems (if outdoor) • Higher cost if sponsors are not secured • Safety risks in kids' play zones • Need for strong crowd management

4. Requirements & Responsibilities **A. Event Requirements** • Venue setup (stage, tents, lighting, sound) • Kids play area (bouncing castles, supervisors) • Security and first aid team • Stalls: food, beverages, snacks • Decorations and Christmas theme items • Parking arrangement • Waste management **B. Volunteer Roles** • Ushers & crowd control • Worship and carol team • Technical team (sound & lighting) • Health & safety team • Vendor/stall coordinators • Finance team for cash handling

5. Budget Breakdown • Sound & lighting: Rs. 50,000 – 150,000 • Bouncing castle rentals: Rs. 20,000 – 40,000 • Decorations: Rs. 15,000 – 30,000 • Food stall preparation: Variable • Security & first aid: Rs. 10,000 – 20,000 • Advertising/social media: Rs. 5,000 – 15,000

6. Sponsorship Opportunities We can approach: • Local businesses • Supermarkets • Bakeries & food suppliers • Clothing shops • Banks & finance companies • Vehicle dealerships Offer sponsor benefits: • Their logo on banners • Stage announcements • Stall space • Social media promotion

7. Timeline • Planning meeting – Week 1 • Sponsor outreach – Weeks 1–2 • Team assignments – Week 2 • Marketing launch – Week 3 • Venue setup – Event day morning • Event execution – Evening • Follow up & thank you notes – Next day

8. Conclusion This program will greatly support our church's mission by engaging our community, opening doors for new relationships, and creating a joyful environment to share the Gospel. With leadership approval, we can begin planning immediately.