University of Mary Washington 2024 Women’s History Month

Program Proposal Form

We invite members of the University of Mary Washington community to submit proposals for the annual Women’s History Month Program. The theme for this celebration is, **“Women Who Advocate for Equity, Diversity, and Inclusion.”** Proposals are due by **Friday,** **December 8, 2023. The deadline for open-class proposals is Friday, January 12, 2024.**  The sponsor(s) will be notified promptly. Approved programs will be included on the Women’s History Month calendar, as well as in print and electronic publications. All programs must secure their source of funding, if applicable.

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| Contact Person |  |
| Sponsoring Organization/Department |  |
| E-mail |  |
| Address |  |
| Phone Number |  |
| Proposed Program/Event Title |  |
| Proposed Date, Time, Location  (Include venue reservation confirmation) |  |
| Actual Description of Program for Calendar |  |
| How does the program relate to the Women’s History Month theme? |  |
| Estimated cost of event  (**Note**: Funds are not available from the WHM Planning Committee.) | □ No Cost  □ Total estimated cost $ \_\_\_\_\_\_\_\_\_\_\_\_\_  $ \_\_\_\_\_\_\_\_\_ contributed by sponsoring department  $ \_\_\_\_\_\_\_\_\_ other |
| Additional information or requests regarding your proposed event. |  |

**Proposals are due by Friday, December 8th at 5:00 p.m.**

Return forms and appropriate attachments to:

Women’s History Month Planning Committee

Attention: Dr. Marion Sanford

James Farmer Multicultural Center

University Center, Room 319

1301 College Avenue

Fredericksburg, VA 22401

or

Email at [msanford@umw.edu](mailto:msanford@umw.edu)