

Unity Days - Community Programming Proposal Form

Unity Days is a series of events and programs that educate, inspire, and honor people in our community to move towards healing and unity along a path of economic and racial justice. Unity Days takes place from May through August. It is planned and organized by the greater Charlottesville community, with logistical and financial support from the City of Charlottesville.

This form is an application for community members or groups to propose their participation in Unity Days. They are strongly encouraged to take the mission statement above and themes below into consideration when answering the questions in this proposal form, and in planning their events or programming. Each month of Unity Days has a specific theme:

Month	Theme	Key Dates
May	Our community's history of race relations	May 11-12 ¹
June	Breaking down institutions of oppression; Building a civically-engaged community working towards economic and racial justice	n/a
July	Honoring community and neighborhood leaders making change	July 6-7 ²
August	Four days of activities focusing on education, honor, inspirations, and solemn remembrance	August 9-12 ³

¹ May 11, 2019 is the second anniversary of white supremacists disrupting the Festival of Cultures with a parade, and their torch rally around the statue in Market St. Park. May 12, 2019 is the second anniversary of the community rally reclaiming the space.

² July 8, 2019 is the second anniversary of the permitted KKK rally and community response.

³ August 11, 2019 is the second anniversary of the unpermitted white-supremacist torch march and attack at the University of Virginia. August 12, 2019 is the second anniversary of the white supremacist Unite the Right rally and community response. The first anniversary of these events in 2018 were marked by community reclamations of these spaces and heavy police presence.

Potential Benefits of Participation with Unity Days:

- Inclusion of event/project within promotional materials
- Financial and Logistical support from the Unity Days Committee & City of Charlottesville*
- Event insurance*
- Creating new bonds and bridging gaps within our community

*(As of 4/1/2019 the Unity Days committee does not have specific budget information from the City)

The Unity Days Action Committee is a group of individuals volunteering in service to the Charlottesville community. Completed proposal forms will be reviewed by a sub-committee of the Unity Days Committee for basic criteria, and then passed on to the respective month's sub-committee for review. All applications will be available for public viewing.

Applicants will then be able to expand on their submitted proposal during a public meeting with the committee. Each applicant will have 3 minutes to present their proposal,

***Please note** - this form is available to complete online at: <http://www.charlottesville.org/unitydays>

More information on next page ↪

followed by a 3 minute question & answer with the panel. Deadlines for submission and monthly sub-committee panel review are as follows:

Event Month	Deadline for event with street closures/City venue	Deadline for all other events	Panel Review Date
May	April 8	April 12	April 17*
June	April 22	May 15	May 17*
July	April 29	June 12	June 14*
August	May 27	July 1	July 3*

*Panel review dates subject to change, and will be notified publicly via City communications.

Unity Days 2019 Community Programming Proposal Questions:

Contact Information: Individual & Group Name: _____

Email: _____ Phone: _____

Address: _____

Event/Program Type (e.g., Open House, Panel, Concert, Party, Screening, Live Performance, Presentation, Tour, Workshop, March, Rally, or other): _____

Describe how your event/program addresses the mission of Unity Days (to educate, inspire, and honor people in our community to move towards healing and unity along a path of economic and racial justice): _____

In which month(s) will your event/program occur? (this can include multiple months): _____

Describe how your event/program fits within the theme of chosen month: _____

Describe what participants of your event/program will do/experience: _____

Name three groups of people your event/program would appeal to: _____

Describe any resources you **know** your event/program will require (financial, safety, space/infrastructure) **OR** can provide (outside financial or other support): _____

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Prompts to consider for Panel Review:

- Why would someone want to attend?
- Where will your event/project take place? If you do not have a specific location determined, describe what a venue would require.
 - Have you spoken to the venue owner/administrator?
- When will your event/project take place? If you do not have a specific date and time, describe any needs or constraints (for example: after school, on a weekday, at lunchtime, for the month of May, etc)
- What supplies do you need to make your event/project successful? (for example: art supplies, fabric, etc)
- What infrastructure do you need to make your event/project successful? (for example, port-a-potties, park permits, road closures, etc.)
- How will your event encourage an inclusive audience? Please address how your event/project will open spaces and/or experiences to people who have been historically excluded.
- Tell us about you (and your team, if applicable). Why are you excited to do this event/project? What resources or assistance do you need to make the event/project happen?

Please note: Events involving a street closure require an application to be completed 60 days in advance. Events involving a City-reserved venue require an application to be completed 30 days in advance. City of Charlottesville staff will facilitate necessary applications. Event that contemplate using a City facility not already reserved for Unity Days will require a separate special event application, with fee unless waived as part of proposal & approval, completed 30 days in advance or 60 days with a street closure.

Additional note: After approving an event or activity for participation in Unity Days, the Unity Days Action Committee has an expectation that these events or activities will include the Unity Days logo and information about the mission and motivation for Unity Days programming, as appropriate. The Unity Days Action Committee and City of Charlottesville will provide such material and work with event and activity planners to successfully promote and share the values of Unity Days throughout the summer.

After completing this form, please submit it in one of the following locations:

- Via our online submission form: <http://www.charlottesville.org/unitydays>
- Via email: UnityDays@charlottesville.org
- In print, deliver to Charlottesville City Manager's Office, 2nd Floor, City Hall

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