



## THIRD PARTY EVENT PROPOSAL FORM

### ***About Autism Nova Scotia***

Autism Nova Scotia is a non-profit organization located in Halifax, Nova Scotia, with 8 chapters across the province. We provide programs and services to the autism community while helping families, professionals and autistic individuals across the province access resources and quality information about Autism Spectrum Disorder.

#### ***Autism Nova Scotia Programs & Services***

- » Robert Craig Autism Resource Centre
- » Ben James Autism Summer Camp
- » Autism Works Employment Program
- » The Pearl
- » Teen & Adult Social Programs
- » Autism Arts
- » Life Skills Program
- » Respite Services
- » Education and Advocacy
- » Family Information and Support
- » Newly Diagnosed Information Kits
- » Autistics Aloud: Lifespans
- » Family Respite Weekend Retreats
- » Community Outreach

### ***About Autism***

Autism Spectrum Disorder (ASD) is a neurological disorder which affects the way the brain functions. People with ASD experience difficulties with communication and social interactions and may have different patterns of behaviour, activities, and interests. The term 'spectrum' is used to describe a continuum of severity which can vary from mild to severe.

Autism Spectrum Disorder is a lifelong disability, but with early interventions and supports every person with ASD can learn to reach their potential. Here are a few facts:

1. 1/66 children have Autism Spectrum Disorder (Centers for Disease Control and Prevention, March 2012).
2. Autism Spectrum Disorder occurs 4 times more often in males than in females.
3. Autism Spectrum Disorder is not related to race, ethnicity, family income, lifestyle or parenting.
4. Autism is a lifelong condition.

### ***How will I host an Independent Fundraising Event on behalf of Autism Nova Scotia?***

Hosting an independent event is a valuable way to help Autism Nova Scotia generate autism awareness across the province, and provide opportunities to increase our network and fundraising reach.

If you wish to host an Independent Fundraising Event on behalf of Autism Nova Scotia, we request that you complete and submit this Event Proposal Form for approval 60 days prior to your event. This will establish clear parameters and expectations for all parties involved in the activity or event and ensure that you have the support and information that you need to make your event a success.

To submit for an Independent Fundraising Event, please email, mail or fax this completed form to Jenny Tyler, Events Coordinator. Thank you for choosing to support Autism Nova Scotia as you plan your upcoming event! We appreciate your support in working towards a world where people with autism can live their lives to the fullest.



***Contact Information***

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Company/Organization Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Prov.:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Day Phone:** (\_\_\_\_) \_\_\_\_\_ **Evening Phone:** (\_\_\_\_) \_\_\_\_\_ **Fax:** (\_\_\_\_) \_\_\_\_\_

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

***Event Information***

**Event Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Event Location:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City/Province:** \_\_\_\_\_

**Detailed Event Description:** \_\_\_\_\_

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**For the attention of Jenny Tyler: Events Coordinator: [jtyler@autismns.ca](mailto:jtyler@autismns.ca) / 902 446 4995 ex 34**



## EVENT PROPOSAL FORM

### ***Financial Information***

Anticipated Gross Income: \$ \_\_\_\_\_

Source(s) of Income: (i.e. ticket sales, sponsorships, auction, etc.) \_\_\_\_\_

Anticipated Corporate Sponsor(s): \_\_\_\_\_

Anticipated Expenses: \_\_\_\_\_

Types of Expenses: (i.e. printing, food, location, entertainment etc.) \_\_\_\_\_

Will you be engaging in any gaming activities? \_\_\_\_\_

### ***Expectations of Autism Nova Scotia***

Please describe in detail the support expected from Autism Nova Scotia (ex. Volunteers- numbers, times, duties; Promotions – press releases, invitations, graphics, etc.)

Would you like your fundraiser listed on our online events calendar? \_\_\_\_\_

**\*In order for us to fulfill your requests for support, 60 days notice is preferred.**

### ***Marketing/Publicity Information***

Are you seeking our permission to use Autism Nova Scotia's logo within promotional materials or information?

Briefly describe how you will advertise/market your fundraising event:

Will promotional materials, such as flyer or poster be printed? (Autism NS will require copies of each)