

KBOO PROGRAM PROPOSAL FORM (online version)

Interested in producing a radio program on a noncommercial, community station?

KBOO is soliciting new program proposals for regular airtime. This can be music, public affairs, spoken arts, or a mixture of any of these. Shows can be every week, bi-weekly, or monthly. They can be produced by one individual or a collective. Music shows are usually ninety minutes or two hours. Public affairs shows are usually thirty to sixty minutes.

We ask that you get involved at KBOO as volunteers. There are a lot of responsibilities, both on and off the air, that are required. If you are serious about giving us a program proposal, you must be serious about volunteering at KBOO. This includes:

- Volunteer orientation
- Volunteer training and off-air work
- Production classes
- Legal workshop
- News or public affairs training
- Music or air room training
- Signing a programmer's contract
- Assisting with KBOO pledge drives

If you'd like to proceed, have a look at the following proposal form and questionnaire. If you have questions, please let us know. Contact KBOO at 503-231-8032 and ask for Chris Merrick, Kathleen Stephenson, Jenka Soderberg, or any other staff member. We will assist you with the proposal if you need help.

There are several collectives at KBOO that produce programs. If you like collectives check with us to find out how to get involved. If you and your friends want to start a new collective please contact us first about what collectives do.

KBOO does not give air time to organizations to produce their own programs. We do have members of organizations on the air as producers of their own shows, who sometimes represent the organization.

We are currently opening time between 6:00 pm – midnight, Monday – Friday, for proposals, but if there are other times or days that you think would work better, let us know. Priority is given to the 6:00 pm - midnight proposals at this time.

KBOO Online Program Proposal Form

If possible please answer these questions on a separate page, rather than trying to squeeze answers in between the questions.

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KBOO PROGRAM PROPOSAL QUESTIONS

YOUR NAME: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

NAME OF YOUR PROGRAM: _____

Describe your proposed program. What are the priorities, purposes, and goals for your show? (We want to really know what you have in mind, be verbose. Attach your answers to an additional sheet of paper or elaborate between each question if you are emailing back your proposal form)

1. Why should KBOO air this program? What needs and what community will it serve? How is it different from programming elsewhere?
2. What resources will you be using for the program? For example, if it is a music program, do you have access to material besides the KBOO library? If it is a public affairs program, what sort of contacts and resource material will you use?
3. Are you producing the program yourself? If other people are involved, what will they do (host, producer, engineer, etc). List each person who will work on the program. Indicate what experience and skills they are contributing.
4. If you are not engineering the program, do you have someone who can do so or will KBOO need to provide an engineer?
5. Can you provide written copy for the KBOO monthly program guide
6. Can you provide on-line copy for the KBOO website, or develop your own website to promote a program?

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7. Will you be doing publicity for the program? If yes, please briefly describe.
8. Have you ever volunteered at KBOO? If so, please briefly describe. (This is not required to submit a proposal).
9. For music programs, please attach a playlist to indicate what kind of material and format you will be using. Demo CDs may also be submitted.
10. Do you prefer working in a collective? If yes, what would this be, or would you like to know more about current KBOO collectives?
11. What are a couple of your favorite shows on KBOO (music, public affairs, news) and (briefly) describe why:
12. Do you do any of the following: go to community meetings, neighborhood street fairs, other organization meetings, design your own flyers, create any print ads, etc, to promote your program outside of KBOO? If yes, please describe:
13. Please tell us a little bit about yourself, how long you've listened to KBOO, other stations you like, other media, groups or neighborhood organizations you work with, etc.