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# Project Proposal For Sports Event

**Event Name: Falcon High Annual Sports Meet 2024**

## **Introduction**

This proposal outlines the plan for the Falcon High Annual Sports Meet 2024, an event that aims to promote physical fitness, team spirit, and healthy competition among students. It will be a day filled with athletic activities, encouraging participation from all students and fostering a sense of community within our school.

## **Event Details**

- **Date:** Saturday, October 15, 2024
- **Location:** Falcon High School Sports Complex and Athletic Fields
- **Participants:** Approximately 500 students from grades 7 through 12
- **Expected Audience:** Around 800, including students, parents, teachers, and local community members

## **Objectives**

- To promote physical health and wellness among students.
- To foster a sense of sportsmanship and fair play.
- To highlight the athletic talents within our student body.
- To strengthen the school community through shared experiences.

## **Event Schedule**

**8:00 AM - Opening Ceremony**

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- Welcome speech by the Principal
  - Parade of athletes

### **9:00 AM - Track and Field Events**

- 100m, 200m, 400m dashes
- Long jump, high jump
- Relay races

### **12:00 PM - Lunch Break**

### **1:00 PM - Team Sports**

- Soccer tournament
- Volleyball matches
- Basketball 3-on-3 tournament

### **5:00 PM - Award Ceremony**

- Medal and trophy presentations
- Closing remarks by the Athletic Director

### **6:00 PM - Community BBQ**

- Hosted on the school grounds for participants, families, and spectators

### **Budget Estimation**

- **Venue Preparation:** \$2,000 (Includes setting up athletic fields, seating, and temporary facilities)
- **Equipment & Supplies:** \$1,500 (Sporting goods, first aid kits, and event materials)
- **Marketing & Promotion:** \$500 (Posters, social media advertising, and local press releases)
- **Awards & Prizes:** \$1,000 (Medals, trophies, and certificates for participants)

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- **Food & Beverages:** \$2,000 (Lunch for participants and BBQ supplies)
  - **Miscellaneous:** \$1,000 (Contingency fund for unforeseen expenses)

**Total Estimated Budget:** \$8,000

### **Funding and Sponsorship**

We seek sponsorship from local businesses and school funds to cover the costs associated with this event. In return, sponsors will receive advertising opportunities at the event and in all promotional materials.

### **Conclusion**

The Falcon High Annual Sports Meet 2024 promises to be an exciting and inclusive event, offering students a platform to showcase their athletic talents and the school community an opportunity to come together. We believe this event will create lasting memories for our students and foster a positive school spirit. We kindly request your support and approval to proceed with the planning and execution of this event.

### **Approval and Feedback:**

Your support and feedback are invaluable to us as we aim to make the Falcon High Annual Sports Meet 2024 a success. Please share your thoughts and confirm your approval at your earliest convenience.