

LEHI  CITY

RECREATION

Program Proposal

Contact Information

Name: _____ Phone Number: _____
Email: _____ Best way to contact you? _____
Name of Organization: _____
Address: _____ City/State/Zip: _____

Description of Proposed Program

Type of Program (check all that apply):

- | | | | |
|--|---|---|-------------------------------|
| <input type="checkbox"/> Adventure | <input type="checkbox"/> Education | <input type="checkbox"/> Special Events | <input type="checkbox"/> Camp |
| <input type="checkbox"/> Athletics | <input type="checkbox"/> Fitness & Health | <input type="checkbox"/> Adaptive/Inclusion | |
| <input type="checkbox"/> Aquatics | <input type="checkbox"/> Martial Arts | <input type="checkbox"/> Seniors | |
| <input type="checkbox"/> Arts & Crafts | <input type="checkbox"/> Performing Arts | <input type="checkbox"/> Other _____ | |

Proposed Class Name: _____
Proposed Class/Program Fee: _____
Class Enrollment Size (ex. Min 5, Max 30) Min: _____ Max: _____

Targeted Participants

Age Range (ex. 6-12 years or 4th & 5th Grade) _____

Program Format

Program Days (ex. Tues and Thurs) _____
Class Length (ex. 30 mins, 1 hour) _____
Session Length (ex. 4 weeks, 8 weeks, 1 day) _____
Date Available to Begin Program: _____

Space Requested:

- Classroom Gym Outdoors/Field Other (Please Specify) _____

Materials Needed: _____

Independent/Employee

Type of operation you are expecting:

Independent Contractor (Contractor is fully responsible for program content and materials. All program fees are split 70/30% with contractor and the Legacy Center.)

Employee on Payroll (Legacy Center provides all materials. Employee receives hourly wage.)
Expected Hourly Wage: _____

Program proposals will be received on an ongoing basis. **However, programs will be evaluated with the given deadlines below to go with the Legacy Center programs and marketing.** Proposals will be evaluated and determined based on the best interest of the facility. Qualified programs will then be contacted by the Legacy Center. Program applicant may be asked to come in for an interview with the programming staff to present the class.

Deadlines for program proposals

Winter/Spring Programs (January – May) – September 1st

Summer Programs (June – August) – February 1st

Fall Programs (September – December) – May 1st

Direct Questions and Completed Proposals may be directed to:

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