



KLRN Program Proposal Process

KLRN considers program ideas from a variety of sources: individuals, groups in our region and elsewhere, independent producers and staff members. The KLRN program proposal process is a mechanism to develop projects for consideration by the KLRN Project Review Committee. The Committee, acting in an advisory capacity to the KLRN Programming Department, includes staff from programming, production, development, marketing, and operations. The Committee evaluates the viability and appropriateness of proposals, and considers alternate and supplementary means of implementing such proposals. The Committee coordinates the consideration of all such proposals, and the ultimate decisions regarding their implementation lies with the Programming Department.

KLRN welcomes program proposals at any stage of development. While there is no formal application, a proposal should include the following:

One page program treatment

- List of key program production personnel with biographies of each principal (i.e. producer, director, writer etc.)

Proposed budget

Proposed timeline

Funding possibilities

Demo reel or sample tapes demonstrating producer's capabilities

Process

Step One:

Proposals can be submitted to:

Project Review Committee
KLRN
501 Broadway
San Antonio, Texas 78215

or

Proposals can be submitted by e-mail to: jcoan@klrn.org

Proposals are acknowledged and administered by the Programming Department.

Step Two:

The initial proposal evaluation is made by the Programming Department. This evaluation results in one of the following recommendations:

- The proposal is advanced to the Project Review Committee
- The proposal is rejected
- Request for further information

The Project Review Committee has access to all proposals, including those recommended for rejection in the initial evaluation.

Step Three:

All proposals are considered by the Project Review Committee on the basis of content and relevance. The Committee further evaluates the proposals on the basis of:

- Journalistic integrity
- Relevance to audiences in this region, or throughout the nation
- Appropriateness for public broadcasting or KLRN
- Fit for station's mission and long-range plan
- Potential for expanded application and re-versioning
- Changes in scope, focus or theme that might enhance the project
- Funding viability
- Promotion and marketing considerations
- Facilities and personnel resource considerations
- Book, video and merchandise potential; ancillary markets
- Producer and production team track record
- Potential editorial and financial conflict of interest

All project materials presented to KLRN must be accompanied by the KLRN Submission Release form (see next page).

Date: _____

Editorial Board KLRN - Alamo Public Telecommunications Council 501 Broadway San Antonio, TX 78215

Dear KLRN Editorial Board:

I am concurrently herewith submitting to KLRN a program proposal, including title, format, script, treatment, concept, etc. (hereinafter "Material(s)") described as follows:

Such submission is made pursuant and subject to the following terms and conditions:

1 I understand that because of KLRN's position in the public broadcasting non-profit entertainment, information, and education industry that KLRN receives numerous unsolicited and solicited submissions of ideas, formats, stories, proposals, suggestions, and the like; further, I understand that many such submissions heretofore or hereafter received by KLRN are similar to ideas, formats, stories, proposals, suggestions, and the like developed by KLRN, its employees, agents, or those otherwise associated with or available to KLRN. I further understand that KLRN has adopted the policy, with respect to submission of Material, of refusing to accept, consider or review such Material unless the person submitting such Material has signed this Submission Release, or one that is substantially the same as this. In the event KLRN determines not to proceed with a business relationship with Submitting Party, KLRN agrees to maintain in confidence the Information. KLRN further agrees not to disclose the Information to any third party nor use the Information for any other purpose.

2 I understand and agree that KLRN's use of Material containing elements similar or identical to protectible literary or other property (such as musical works, drawings, etc.) contained in the Material shall not obligate KLRN to me in any manner if KLRN shall have obtained such Material either heretofore or hereafter from sources other than from me.

3 If the Material or any elements thereof submitted by me is not new, unique, concrete, or novel and/or is in the public domain and/or does not constitute protectible property and/or is not original with me, then as between KLRN and me, I agree that KLRN has the right to use such elements without any obligation to me whatsoever. Without limiting the foregoing, I claim rights in the title of the Material as it regards to its use in connection with the Material.

4 I agree that KLRN has no obligations to me with respect to the Material except as set forth in this Submission Release, and that no other obligations exist or shall be deemed to exist. Specifically, I understand that KLRN is not obligated to: (i) actually review my proposal; (ii) disclose to me any similar program ideas developed by KLRN or others; (iii) return any of my Materials after review unless I have provided a self-addressed stamped envelope with sufficient postage; or (iv) take any further action regarding my proposal.

By signing below, I acknowledge and agree that I have read and understand this Submission Release and all of its provisions and that no oral representations of any kind have been made to me and that this Submission Release states our entire understanding.

Name: _____ Address: _____

Signature: _____ Phone: _____

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