**Request for Proposal:**

**2019 All India K-POP CONTEST REGIONAL ROUND**

Korean Cultural Centre India, the Press & Culture department of The Embassy of the Republic of Korea in India is looking for Fan clubs interested in being part of the 2019 K-POP CONTEST INDIA.
Every year the REGIONAL ROUND of the K-POP CONTEST is organized by Fanclubs, if you think that you’ve got what it takes to organize 2019’s regional round then fill out this **APPLICATION FORM** and share your **PROPOSAL** for hosting the best REGIONAL ROUND.

1. **Support Information**
* **Purpose:** Organizing REGIONAL ROUNDS for K-POP CONTEST INDIA.
* **Considered Cities:** Ahmedabad, Bhopal, Bhubaneswar, Chandigarh, Chennai, Dehradoon, Delhi, Jaipur, Lucknow, Patna, Itanagar, Imphal, Kolkata, Hyderabad, Guntur, Trivandrum, Bengaluru, Pune, Mumbai.
* **Applicant (Organizer):** K-pop related organizations with minimum 5 members.
* **Support**: Organizer(s) will get approximately Rs. 1 Lakh from Korean Cultural Centre India; The organization will get 70% of the payment before the event and 30% after submission of the bills.
* Budget increase possible if the PROPOSAL is of good quality
* Budget increase possible if Organization makes an exceptional plan for having event to promote Korean Culture during Regional Round of K-pop contest. Example: running Korean Traditional game booth
1. **Eligibility**
* Organization must have minimum 5 people.
* At least 1 or 2 members of the group should be of the age 25 and above.
1. **Role and Responsibility**
* Organize a successful regional round in your city/ state.
* Submit Result report containing the detailed PR plan, Financial Report and Bills.
* If any other sponsor approached, then the Result Report must contain the expenses covered by them.
1. **Terms and Conditions**
* Organizers must submit the attached APPLICATION FORM and a PROPOSAL for the event.
* Last year’s applicants wanting to apply again must share updated PROPOSAL and APPLICATION FORM.

**Regarding Application form:**

* Carefully Read the guidelines while filling the APPLICATION FORM.

**Regarding Proposal**

* Proposal outlining how the event will be organized by the organization, plan for the venue, date and time of the event, a detailed PR plan, expense report with detailed budget breakdown, and a work distribution plan.
1. **Submission Information**
* **Deadline: 27 February 2019 ~ 20 March 2019**
* **Send Proposal:** programs.kcc@gmail.com
* Title of the event must be named **‘K-POP CONTEST REGIONAL ROUND \*insert city/state name\*’.**
1. **Contact**

|  |  |  |
| --- | --- | --- |
| Name | Email | Number |
| Sandhya | jayalsandhya02@gmail.com | 011-4334-5020 |
| Pratyusha | programs.kcc@gmail.com | 011-4334-5030 |

 Interested applicants are requested to fill out the attached PROPOSALform.

**APPLICATION FORM**

\* Do not delete the fields mentioned. Any alteration will be considered invalid.
\* Forms containing any missing or false information will be considered invalid.
\* Additional rows can be added if the space provided is not enough.

1. **General information**
* **Organization Information**

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| **Organization/Group Name** |
|  |
| **Name** |  | **Contact number** |  |
| **Email** |  |

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| --- | --- |
| **Bank account details** | **Pan card or Aadhaar card image** |
| **Account number**  |  |
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| **IFSC Code**  |
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| **Bank name** |
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| **Account holder name** |
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| **Account holder number**  |
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1. **Role Distribution**

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| --- | --- | --- | --- | --- |
| **Name** | **Contact No.** | **Age** | **Education/Work background** | **Role** |
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1. **Event Summary**

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| **Event name** |  |
| **Time** |  | **Venue** |  |
| **\*** **Title of the event must be ‘2019 K-pop contest \*city/state name\* regional round’.****\* Give a brief introduction about the event planned****\* Meaning and purpose of the event, expected footfall, expected major attending figure, expected effects, plan for PR, etc.****\*** **Plan for executing the K-pop Regional round in your city, decide the Date and Venue for the event** |

1. **Contents**

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| **\* Mention the plan for involving Korean Cultural Centre****\* Mention the plan for introducing or promoting Korea to the masses**  |

**5. Budget breakdown
\* Inclusive of all taxes**

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| --- | --- | --- | --- |
| **Category** | **Item** | **Quantity**  | **Amount** |
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| **Total** |  |

 **6. Action plan for the event**

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| **Date** | **Task** | **Note** |
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**7. Previous activity relating to K-pop event organized by you**

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| **Event Name** | **Description** | **Year** |
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