

RadioReverb programme proposal form

RadioReverb invites people* who are interested in making radio to send us their proposals. This is the first step in potentially getting your idea on air with Brighton and Hove's only access FM radio station.

We have produced two sets of guidelines to accompany this form and we recommend that you read the relevant guidelines, either;

- Guidelines for Individuals and informal groups
- Guidelines for community groups, organizations and other professional bodies

Please do give as much information as you can about the content of your show as this will give us a clearer and fuller picture of what you are aiming to do. You may include a pilot or short recordings with your submission if you wish (though we will not be able return these to you).

Your skills and ability to produce your proposed show is extremely important. However, please do not let a lack of skills stop you from submitting your idea. We may be able to find someone to produce your show for you (there would be a charge for this), suggest appropriate training or we could match you up with a mentor so you can get to learn the ropes.

More information is available on our website at www.radioreverb.com and we advise you to also read the submission guidelines, available on the website and by post. If you do not have internet access or require assistance you can telephone us on 01273 323 040.

1 - About you (there must be only one named producer)

Proposed show title:

Producer(s) name:

Producer(s) contact number(s):

Producer(s) email address(s):

Have you any previous radio production experience? If so please list below.

Please also fill out the equal opportunities form. This can be returned in a separate envelope.

2 – About your show (attach further pages as required)

Brief Description of the show you want to air (35 words or less, think the style of a 'Radio Times' magazine listings):

Length of Programme:

5 minutes 55 minutes 110 minutes Other (specify):

Recurrence:

One off show/series Daily show Weekly show

Target audience (*who do you think will listen to your show and why? This question is very important so please think carefully, be descriptive and give us your rationale. Please don't simply answer 'everyone'*):

Format (*please provide approximate percentage of each of the following elements which your programme will typically contain remembering it should total no more than 100% !!*):

Interviews _____%	Listings _____%	Live performance _____%
Music _____%	Information _____%	Sonic art _____%
Presenter links _____%	Panel discussion _____% /debate	Original material _____% (drama, poetry, art)
Other (specify) _____%		

Format description:

This is where you can give us more detail on what your idea is. It is your opportunity to tell us what is original and interesting about your idea so please mention the unique features of the programme; its possible guests; and if you want to play music, please give us an idea of your play lists.

The next stage is to return this completed form, along with the equal opportunities form, to RadioReverb. Your submission will be read by the programme manager at RadioReverb. Due to the high number of submissions we receive, it is not possible for us to contact everyone so if you have not heard from us within two weeks, we are sorry but your submission has not been successful on this occasion; please read the submission guidelines on how you may submit ideas again.

Post to: RadioReverb, 170 North Street, Brighton, BN1 1EA

Email: office@radioreverb.com

*must be over 18