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| **Name of Individual / Organisation** | Handmade Parade CIC |
| **Name of Project** | Wheels of Change |

Please provide a breakdown of key activities/tasks for your project from start to finish. Please include your preparation and planning activity as well as start / end dates of your public activity (eg. public performance, exhibitions, festival).

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| **START DATE** | **END DATE** | **ACTIVITY / TASK** |
| 01/09/2016 | 10/12/2016 | Partner planning and research and development stage |
| 01/09/2016 | 10/12/2016 | Hull Carnival Arts to identify and build relationships with participants |
| 01/09/2016 | 10/12/2016 | Handmade Parade and HCA to work with Hull Council to identify location |
| 01/09/2016 | 10/12/2016 | Three design planning meetings to take place with artist team |
| 01/01/2017 | 01/02/2017 | Community workshops to be planned and marketing work begins |
| 01/02/2017 | 01/03/2017 | Community ‘Spark’ days to be delivered in Hull |
| 01/03/2017 | 01/05/2017 | Artists and Partners work to create installation builds |
| 01/03/2017 | 01/04/2017 | Programme of community outreach and open workshops advertised |
| 01/04/2017 | 01/05/2017 | Series of 32 outreach and community open workshops delivered in Hull |
| 01/04/2017 | 01/05/2017 | Three event management meetings to take place with partner organisations |
| 20/04/2017 | 01/05/2017 | Road closure and traffic management meetings to take place with Hull Council, Prestige Support Ltd Stewarding and security, Hull Traffic Management and key partners organisations |
| 01/03/2017 | 01/05/2017 | Volunteers Team to be recruited and trained by Handmade Parade and Hull Carnival arts |
| 30/04/2017 | 01/05/2017 | Preparation for event day |
| 01/05/2017 | 01/05/2017 | Parade day! |
| 02/05/2017 | 01/06/2017 | Event take down and evaluation and monitoring activity complete |

Activity Examples: Planning Meeting, Auditions, Contracting, Rehearsal, Costume Design, Performances