

## **Traveling Programs: Community Event Participation**

### **Process:**

- 1) Review the Criteria, to make certain your organization meets all of them.
- 2) Review the Description, to see if this program will work well within the context of your event.
- 3) Fill out the Application. You will be notified within a few days whether your application is accepted or denied.

### **Review the Criteria:**

- Participation is limited to community events that celebrate education and culture.
- Saturday events are the easiest ones for us to staff, and the most likely events we can attend.
- We can attend an event for a maximum of five hours. If your event runs longer, you can usually choose what portion of the event you would like to have us present for.
- We are currently only attending events in the Boston Metropolitan Area.
- We can attend about twenty events per calendar year.
- We can potentially fund our visit to your event; however, in some circumstances, based on the constituency you wish to serve and whether there is paid admission to the event, we may have to charge you a fee to attend.

### **Review the Description:**

Currently, the only programming we have available for community events is a staffed Drop-in station, where a team of Museum of Science educators facilitate STEM activities about physics, biology, engineering, and other topics. We send anywhere from 1 to 4 educators depending on the projected attendance at your event. Visitors can stop by as they wish and participate in activities for as long a period as they like. One of our educators can typically serve around 30-45 people in an hour, working with a few at a time.

Since we can only serve a few people at any one time, these drop-in stations are designed to be part of a larger overall program. Generally we'll only agree to come if there are going to be multiple cultural, STEM, and other children's activities available so that event visitors have multiple options available at all times.

### **Fill out the Application:**

To complete the application, you will need to know the following information:

- The event date, location, and time frame.
- The demographic you intend to serve, and approximate numbers expected.

- Whether the event is rain or shine, and whether you can provide support like shelter, chairs/tables, electricity, and parking.

Please be thorough! If your application is incomplete or you propose inadequate spaces, it will be denied. Follow-up applications will go to the end of queue, with reduced chance of being accepted since demand for funding is high and we will exhaust resources quickly.

If you're ready, use [this link to open the application](#).