
Protest/Demonstration Event Proposal Form



Protest/Demonstration Event Proposal Form

Prior to sponsoring a peaceful assembly, the sponsoring organization is encouraged to prepare a written proposal for the event at least 48 hours in advance of any activity and submit it to the Office of Student Involvement (OSI). Sponsoring organizations are encouraged to give OSI notice further in advance where possible, depending on the scale of the event. Student Involvement will coordinate with other campus administrative units, including the Office of the Chancellor, the Provost, Facilities, Public Safety and the Protest Oversight Group, as necessary. Estimates of costs related to planned events, including room reservations, security costs, and IT and facilities support are available through [UC Merced Housing](#), [Police Department](#), the [Office of Information Technology](#) and [Facilities Management](#), respectively.

Proposal should include the following information to the extent available:

1. Proposed date of the event:
2. Proposed location of the event:
3. Proposed start and end time:
4. Estimated number of participants:
5. Security requirements:
6. Proposed use of sound amplification:
7. If the proposed event includes a march, the sponsoring group should attach a proposed route.

Note: Any use of amplified sound on campus must be approved in advance by OSI.