

YOUR_EVENT_NAME PROPOSAL DOCUMENT
YOUR_SOCIETY, IIT Kharagpur
YOUR_DEPARTMENT/TSG/Whatever_you_apply_to

Introduction

<Kickass Intro goes here, I'll leave mine here as an Idea>

Quiz Club, IIT Kharagpur has shown a revival in the promotion of the spirit of Quizzing in the campus and the results have been immediately seen by the team winning the Literary and Quizzing Cup at the Inter-IIT Cultural Meet at IIT Kanpur, as well as getting laurels for the institute at many other places too.

To further promote the Quizzing culture as an excellent mindsport, we wish to conduct the IIT KGP QUIZ WEEK from 6th to 11th of March. The aim will be to use this as an incentivised platform for interested students, as well as to help build more interest for quizzing in the female community in the campus. Considering that quizzing is a mindsport, gender is not really a barrier for entry except for the psychological barrier to actually coming and taking part in quizzes, and we hope that this event will help increase the reach of Quiz Club in that regard.

The quizzes will all be only Intra-IITKGP and they'll all be prepared by the more experienced and accomplished members of the Quiz Club. The format will be chosen so that no one person can win and talented entrants get the chance that they deserve.

Format:

<Fill this in a method that clearly outlines your plan, I'm leaving my proposal format as an idea>

Number of Quizzes : 8

Style of Quizzing:

Prelims: Solo

Finals: Top 24 students get divided into 8 teams of 3 People each based on the rankings

Organisational Support:

<Explain the infrastructure you'll utilise from the institute here such as classrooms, AV Cell etc I'll leave my part here as an example>

We will make use of the Vikramshila Classes as the venue for the Quizzes as well as make use of the AV capabilities for all the quizzes.

The AV Cell charges 90 rupees per person(at least 2 at any time) per hour (Rs. 180/- per hour) and we are going to be using the classrooms for x hours each time and this would be paid through the Gymkhana budget for our society.

For all the participants, paper would be provided and they'll have to bring their own pens and the cost for the paper will also be reimbursed using the gymkhana funds.

Details of Quizzes:

<Fill this table with your set of details for the events and remove if a table is not necessary>

S.No	Quiz Topic	Dates	Format
1	Sports	6th March, 7 PM to 11 PM	26 Questions Solo Prelims + 34 Question Team Finals
2	India	7th March, 7 PM to 11 PM	
3	Women Only (Gen) (International Women's Day)	8th March, 7 PM to 11 PM	
4	MELA	9th March, 7 PM to 11 PM	
5	Sci-Tech	10th March, 1 PM to 5 PM	
6	Business	10th March, 7 PM to 11 PM	
7	General	11th March, 1 PM to 5 PM	
8	Pop-Culture/Lit/Anime/Meme	11th March, 7 PM to 11 PM	

Details:

The prize money and organisational costs would be taken entirely from the **Your Society** budget and would be as follows:

<Modify this entire thing to suit your event and breakup according to the expenditure you expect>

1st Prize: **A** for the team

Quiz Masters: **B** overall per event

2nd Prize: **C** for the team per quiz

3rd Prize: D for the team per quiz

Snacks: E for each quiz

Vikramshila AV Cell: = F overall (Mention the breakup)

Paper (A4 Sheet Bundles of 500 Sheets) = G (Mention the breakup)

<P.S: The Gymkhana doesn't like cash transactions so prefer to maintain GST bills for everything if you do have cash transactions.

Otherwise, such as for Intra-College events, prefer removing the cash prizes and give some other prize of the same amount.

If you *HAVE* to give a cash prize and **have already gotten the approval** from the **Professors in charge**, get all the relevant bank account details from the winners and give them to the Sports Officer in-charge along with a proof from the judge about the confirmation of the people winning and leave it to the gymkhana to give the winners the necessary amount.

The Creator of this document highly suggests that find some other way around it because the administration will make you run extra hoops for it.>

Overall Budget Requirement:

$(A+B+C+D+E) * 8 + F + G = \text{Rs. } H$

Since Your Society,IIT Kharagpur has a budget of Rs. I(keep $H < I$) allocated to it under the Dept/TSG etc budget for the current academic session, we are sure of organising this event very easily with the above mentioned budget details.

We hope we'll receive full support from the Dept/TSG etc for our initiative so that <kickass hopes for the future>

Signed:

Dated: When you get it signed

Student Name

Authority Name(GSec/Governor etc)

<Department/TSG/Centre/Hall>

Student Name

Authority Name(GSec/Governor etc)

<Department/TSG/Centre/Hall>

Student Name

Authority Name(GSec/Governor etc)

<Department/TSG/Centre/Hall>

Prof. XYZ
Designation