

TLM's 3rd annual Dia de los Muertos

All Exhibitions need additional Development support in fundraising to insure a high quality exhibitions. Here are some proposed development support needed to implement all exhibitions.

1. Creation of "Join The Latino Museum"
2. develop a good TLM PR and membership package
3. Active on going soliciting
4. Development of marketing plan for exhibition and related sales of t-shirts, posters, etc.
5. Membership Drive

Museum Staff and the individual Departments needed to provide Exhibitions:

1. Administration-Director/Chief Curator and Assistant to the Director/operational management
2. Facilities Management- Maintenance
3. Development and Membership
- 4 .Two Assistant Curators
5. Finance/book keeping
7. Multi-media Communications
8. Education Coordinator
9. Registrar
10. Public Relations
11. Preparator

Exhibition break down of costs analysis:

1. Exhibitions-Educational

Related Children's Work Shop Materials Supplies/teachers	3,000.00
Teacher In Service	2,000.00
Additional teacher and TA's	3,000.00
Books and Research materials educational for teachers	200.00

2. Gallery Prepartor and Installation/Deinstallation :

Exhibition Construction, Painting and Materials	1,000.00
Framing and Matting	2,000.00
Hanging Materials	500.00
Exhibition Demolition/Construction	1,000.00

3. Registrarial Functions (the process of Installation-galleries)

Insurance	1,000.00
Local Return Transportation,	300.00

4. Preparator and Graphics/Signage Design (the process of Installation of the exhibition in the galleries)

Installation Photography	500.00
Printing, lettering Wall Signage	500.00
Label Translation of Japanese and Spanish	200.00
Invitation and Postage	1,500.00
Photography	300.00

Need Grants and financial sponsorship for the following:

5. Catalogue

Design Fees and Expenses

Professional Fees

Printing

Typesetting

Photography/Rights and Reproduction

Shipping

Average Cost of Exhibition 25,000.00 per copies

6. Multi-media Communications/Documentation

Video/film presentation

Exhibition's multi-media materials for Schools

Dubbing and reproduction of documentation

7. PR Related

Design Fees and Expenses

Printing of Exhibition Brochure and related Materials

Photography

8. Exhibition Reception

Food/Catering

Event Entertainment

Total Cost 5,000.00