**11 questions for planning a great pride event**

1. What's this event for?

For example:

* A day of significance for LGBTIQA+ people, such as Trans Day of Visibility, or World AIDS Day?
* A celebration?
* Education of allies?
* Something else?

2. Who is it for?

* LGBTIQA+ community?
* Allies?
* The general Public?
* A mix of these?
* Other?

3. What happens at the event?

* Is it a talk?
* A panel discussion?
* An exhibition?
* A social meetup?
* A musical event?
* A picnic?
* A games day/night?
* A performance?
* A film night?
* A trivia night?
* A fashion parade?
* Something else?

4. Where will you hold it?

* A library?
* A park?
* A local venue, like a café or a bar?
* A gallery?
* A theatre?
* Somewhere else?

5. Do you need to ask permission from…

* The venue?
* The council (if it's in a park or other outdoor public place)?
* The local Traditional Owners?

6. Where will you promote it?

* Your personal social media account/s?
* Local LGBTIQA+ social media pages?
* Wider community socials?
* Local venues, such as libraries or cafes?
* The media, for example The Courier or the Ballarat Times?
* Other places?

7. Does it need a speaker or speakers?

If so, who would be good to ask?

* A local community member?
* The Mayor or a local counsellor?
* A local business owner?
* A local performer or artist?
* A local celebrity?

8. How long will it go for?

* An hour?
* Half a day?
* All day?
* Something else?

9. Does it need food, drinks or snacks?

* If so, who will pay for them?
* What will you get?
* What dietary requirements will you cater for?
* Where will you get the food from? A caterer, a supermarket, somewhere else?

10. Do you need any handouts/fliers/info for the guests?

* If so, who will design those?
* Where will you get them printed/photocopied?
* How many will you need?
* Or are you planning to only do digital fliers?
* If so, how will you get them to your guests?

11. What kind of inclusion considerations does your event need?

* Physical accessibility?
* Quiet space for neurodiverse people?
* Sign language interpreter?
* Are guide and assistance dogs welcome?
* Do your guests have dietary requirements?
* Because of current events, how will you specifically ensure trans folks feel welcome?
* If you're in a venue, what kinds of accessibility options do they have?

Good luck with your event!