



Project: Kankakee County Heritage Appreciation Week

Purpose: to start an annual celebration of Kankakee County Heritage Appreciation Week, the fourth week of June 2020, in the Kankakee County, Illinois area, to encourage hometown appreciation among area citizens.

Background: Inspired by the massive, week-long Kankakee centennial celebration held in 1953, the idea of celebrating "all things Kankakee" on the day of the 1853 vote that made Kankakee the County seat was first presented at a city council meeting in 2015. The Kankakee mayor in 2018 made an official proclamation naming June 21, 2018, Kankakee Day. To further the idea of promoting hometown pride, a Kankakee County Heritage Week Committee will introduce the fourth week of *June 2020 [the days of which week match the 1953 celebration week]* as Kankakee County Heritage Appreciation Week.

Goals:

1. Underwriting (titular) by civic organization, preferably relevant body such as history society
2. Schedule 10 project-unique **heritage-focused events**, preferably in different towns.
3. Promote an online **landing page** publishing a schedule of all relevant (i.e. anytime, heritage-focused) and coincident (happening-week-four-of-June) events as a self-guided tour, calling site visitors to "TAKE THE TOUR."
4. County-official **proclamation** of 4th week of June 2020 as Kankakee County Heritage Appreciation Week.
5. **Commercial** promotional celebration promoted by businesses and nonprofits.

Tasks:

Goal 1

✓meeting/presentation with historical society. Sept 1.

✓written agreement with historical society. Oct 15.

Goal 2

✓invite all historical societies and libraries to participate. Jan 1.

___make suggests for 10 events/venues to proposed actors. Feb 1.

Goal 3

✓create and publish basic landing page. Jan 1.

___improve upon page graphics and strategy. Mar 1.

___receive input on page from participants. Jan 1.

___publicize Heritage Week directing followers to website. Mar 1.

Goal 4

✓convince County board chairman and talk with members. Apr 1.

___discuss with village, municipal, and civic leaders. Feb 1.

___present at County board meeting if necessary. May 1.

___work with KCHS and pros to compose proclamation. May 1.

Goal 5

___invite 100 business to run Heritage Week sales specials. Feb 1.

___invite 30 nonprofits to acknowledge Heritage Week. Feb1.

Contingency Plan:

- **Issue:** Rainy days
- **Solution:** Events don't require good weather to participate. Maybe reward participation on rainy day.

- **Issue:** project manager(s) become unavailable to direct
- **Solution:** Committee has been formed and will select new leaders.

- **Issue:** New leaders cancel project
- **Solution:** None. Postpone indefinitely and replan.

- **Issue:** historical society or other vital entity refuses
- **Solution:** List of possible sponsors: A** L***, Chamber, YPN, CVB, Library, Newspaper, Jaycees, Kiwanis, Community Foundation, Historical Preservation Committee

Tentative Budget:

Income

potential donor funds: ~\$300.

est. tot. value of approx. 32 independent projects [donated]: ~\$2,000.

Expenses

banners, flyers, signage: ~\$100.

digital and print ads, etc: ~\$200.

est. tot. value of approx. 32 independent projects [donated]: ~\$2,000.

Profit or loss: \$0.00

Donate any profit to: sponsoring historical society

Final Evaluation:

Successfully completed or Cancelled? If cancelled, explain.

Cancelled: Initial informal conversations with local experts and leaders gave the go ahead. Sought Daily Journal newspaper sponsorship; pending more info. Sponsorship by the Kankakee County Historical Society (Sept 2019 - Dec 2019) ceased per an emailed withdrawal letter citing a lack of resources. The first project manager resigned due to developments in personal time constraints (Nov 2019). The second project manager did the same (in Dec 2019), having been inadequately prepared by the first manger. Rewritten plan submitted to the chairman of the Kankakee County board for consideration.

Goals Review:

Final Budget:

Advice:

Appendices:

Committee, Contacts, Photos, Supporting Documents, etc.

Committee:

Name: ~~Willeum Boykin~~

Role: project chairman

Responsibility: develop and preside over project and committee; arrange and communicate with any and all sponsors, volunteers, etc.; produce supplies and funds as necessary; update planning worksheet as necessary

Name: ~~C***** L****~~

Role: Kankakee County Historical Society (title underwriter) liaison

Responsibility: officially produce project; determine budget (\$0.00); communicate with KCHS agents and volunteers to provide website space and produce any project-related events.

Name: ~~J***** C*****~~

Role: project co-chair

Responsibility: assist chairman; assume the duties and communication of project chairman in the absence of the chairman

Name: ~~J*** F*****~~

Role: graphic artist

Responsibility: produce artwork for digital and print promotions

Name: ~~A** L***~~

Role: web designer / general volunteer

Responsibility: help as needed and with web features when available

Name: ~~A**** C****~~

Role: general volunteer

Responsibility: help as needed when available

Contacts:

private list

Photos:

private

Supporting Documents:

copy of Kankakee Day 2018 proclamation for reference.

As an example, to aid in the composing of a county proclamation of Kankakee County Heritage Appreciation Week, here is a copy of the Kankakee Day 2018 proclamation.

