

## Public Information and Promotion Checklist for Producers

Rhode Island PBS is pleased to air your film/program and we look forward to promoting the broadcast as part of our media and public relations efforts. Providing the following information will help us promote your program.

**Note: Please submit description, images, and other relevant promotional materials as soon as possible but at least 6 weeks before the scheduled air date to Lucie Raposo [lraposo@ripbs.org](mailto:lraposo@ripbs.org)**

Full Program Title \_\_\_\_\_

### DESCRIPTION:

1. Please provide a short summary:

2. Please provide a longer, more detailed description of your project, including answers to the questions below:

What do you think makes the story special or appealing to the Rhode Island PBS audience?

What is the local news value or a news “hook” to the story itself or people in the story?

What are the local cities or towns relevant to your story or people featured in your story?

Will you be reaching out to media? What do you need from us to help your outreach? (Air dates, logo, etc.)

**IMAGES:** Please submit at least one image. High definition or high resolution **still camera shots** are preferred. Please note that images created from video or screen captures may yield poor results in print.

<input type="checkbox"/>	Title Page or Logo
<input type="checkbox"/>	Main Character(s)
<input type="checkbox"/>	Action   Candid
<input type="checkbox"/>	PHOTO CREDIT(s):
<input type="checkbox"/>	Link to video clip(s):

CONTACT Name (Public Y or N): \_\_\_\_\_

Phone (Public Y or N): \_\_\_\_\_

Web site URL: \_\_\_\_\_