

**CITY OF ROCK ISLAND
POLICIES AND PROCEDURES
PUBLIC ACCESS CHANNEL 9**

Channel 9 is a public access channel available on basic cable, provided as part of the franchise agreement between the City of Rock Island and Mediacom.

The purpose of Channel 9 is:

1. To inform City of Rock Island residents about the local government and the services it provides.
2. To make local government more accessible to the citizens of the City.
3. To provide educational and informational programming to enrich the lives of the residents and visitors.

1. In all instances, preference for broadcast time will be given to City of Rock Island information and activities as well as the information and activities of the Rock Island/Milan School District.

2. Following are the criteria for all programming on Channel 9. Organizations may also publicize their activities free of charge provided that the following criteria are met:

- a. The organization must be a Rock Island-based organization or be publicizing an event to take place within the City of Rock Island.
- b. The organization must be a non-profit organization established under the laws of the United States. Organizations may be asked to submit a proof of non-profit status.
- c. A City of Rock Island application for public access programming must be completed and submitted a minimum of 5 days prior to the date the organization wishes the information to be placed on Channel 9.
- d. The programming shall meet minimum technical quality standards as determined by the Human Resources Director.

Programming will not be designed to advertise the sale of commercial products or services. Sponsors can be recognized on the station.

Programming will not advertise any fees required to participate in an activity or program.

- e. The programming shall not include declared candidates for elected office. Candidates for elected office may not use the channel as part of a campaign effort. This exclusion does not apply to persons who receive air time as part of official public meeting coverage, candidate forums, special election coverage, and coverage of incumbents performing official duties.
- f. The programming shall not include slanderous, lewd, obscene, indecent or violent material or language.
- g. The programming cannot promote a lottery or any information concerning a lottery.
- h. Organizations that meet the above criteria and which are given funding by the City of Rock Island will receive a higher priority for programming than organizations that do not receive funding from the City of Rock Island.
- i. Opinions expressed on the Channel may not necessarily reflect those of the City government, Mayor, City Council, and/or City staff.
- j. The City does not warrant the accuracy of any information that is broadcast on the channel and shall not be liable for the broadcast of any inaccurate information on the Channel.

3. Applications submitted for programming on Channel 9 will be reviewed by the City of Rock Island and must be approved by the Human Resources Director prior to being broadcast.
4. Screens for cablecast of information submitted by applicants according to the above rules will be developed as time allows by the staff of the City of Rock Island. Approval of an application by the City does not guarantee that the information will be broadcast, although the City will make a good faith effort to ensure timely broadcast of the information submitted.
5. The City of Rock Island reserves the right to make any changes to the above rules as warranted without notice.
6. These policies and procedures will be posted on the City's website at www.rigov.org.

**CITY OF ROCK ISLAND
APPLICATION FOR NON-CITY USE OF
PUBLIC ACCESS CHANNEL 9
"The Information Station"**

The following organization hereby requests the City of Rock Island advertise the below-stated event on The Information Station according to the rules and regulations of the City of Rock Island for use of the channel by non-City use of The Information Station.

ORGANIZATION NAME: _____

IS THE ORGANIZATION CERTIFIED AS A NON-PROFIT ORGANIZATION?
__YES __NO

ADDRESS: _____ PHONE: _____

CONTACT PERSON: _____ PHONE: _____

EVENT BEING ADVERTISED: _____

DATE: _____ TIME: _____

LOCATION: _____

ADMISSION FEE: _____

TICKETS MAY BE PURCHASED AT: _____

DATES YOU WOULD LIKE AD TO BE RUN: _____

Please feel free to attach any flyer that may have been developed to aid in the development of the information screen(s) advertising the event.

The following acknowledges receipt of the City of Rock Island's rules regarding the advertisement of non-City events on The Information Station and states that the event described above complies with all of these rules. Further, the applicant acknowledges that compliance with these rules does not guarantee cablecast of the advertisement, as non-City events will only be advertised as time and space allows.

SIGNATURE: _____

DATE: _____