

THE IMPORTANCE OF PLANNING THE ACTIVITIES OF CULTURAL AND ARTISTIC INSTITUTIONS

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Annotation: This article discusses the importance of planning in the activities of cultural and artistic institutions. At the same time, the activities of the State Philharmonic of Uzbekistan are also briefly touched upon.

Keywords: work plan, planning, long-term planning, planning methods, culture and art.

As with each organization, the activities of cultural and art institutions are carried out based on clearly developed plans. Doing unplanned work is equivalent to getting on the road without knowing the destination. Planning is an integral part of the activities of any institution. Usually, organization work plans are divided into monthly, seasonal and annual. Plans for one year or more are called “prospective plans”. Promising plans of the lower institutions of the culture and art sphere are formed based on a promising plan developed by the Ministry of Culture and Sports of the Republic of Uzbekistan, which is considered a higher organization in this sphere.

The following social aspects must be taken into account when planning:

1. The level of culture and education of the population, the increase in spiritual interests and needs of various social groups, the increase in free time;
2. Trends in the development of cultural and educational institutions, the strengthening of their role in the system of human education;
3. Opportunities for the development of cultural and educational institutions of a particular region in terms of quality and quantity;
4. The Real possibilities of a certain cultural and educational institution in meeting the interests and needs of the environment in which it operates.

As in other areas, the processes of planning the activities of cultural and educational institutions are carried out based on several principles. For example, the principle of ideologies is intended to follow the relevant instructions of the state in the activities of institutions and the principles and main directions of the development of cultural and maritime activities are clarified. The principle of science implies a deep study of the objective laws of society, culture, cultural and educational affairs and the interests and needs of the masses when the activity is planned. The concretization principle, on the other hand, allows the work to be planned based on the Real capabilities of the respective institution.

In the management process system, the plan is an expression of the decision made. The stages of making a plan include: collecting, analyzing and processing information and making decisions. The basis of planning can be the following:

- Relevant instructions of state bodies;
- Documents related to the socio-economic and cultural-educational status and tasks of the institution;
- Materials for studying the possibilities and leisure time, interest and needs of different groups of residents in a particular area;
- Experience of other institutions engaged in solving educational tasks in their activities;
- Advanced experience of cultural and educational institutions, analysis of their activities;
- Special literature and periodicals on cultural and educational work, methodological manuals summarizing experience in activities and containing separate recommendations and instructions;
- Information on holidays and events at different levels.

Naturally, the fact that the data is in this volume requires its awareness and systematization. In the second stage of drawing up a plan, it is necessary to separate the main directions and the main road of the institution. It is important to ensure the targeted development of all branches of work and coordinate activities with other institutions that are involved in issues of upbringing. At the next stage, the institution will proceed to draw up a plan, and it should have a clear structure.

Promising plan. The introductory part involves the justification of the institution's work as a whole. Here, the main directions, goals and objectives of activities are identified for the planned period and the innovations that should appear in the institution's life are highlighted.

Then, following the relevant features and Factors, sections are introduced that cover areas such as mass-political work, the development of artistic-creative abilities, the study of the interests and needs of the population, methodological work, and organizational-economic work.

Thus, the promising plan will cover the entire activities of the cultural and educational institution. It does not show dates or those responsible for execution. In this, the main thing is to separate the main areas of activity for a certain period, taking into account the population's interests, the institution's material resources and personnel availability.

A prospective plan is the basis for current planning. The current plan category includes quarterly, monthly (calendar) plans, plans for separate political and economic campaigns and plans for separate events.

The structures of current and promising plans differ from each other. For example, at the entrance to the work plan for the quarter of the year, the tasks of the institution for the three months ahead are determined. Then the plan is drawn up according to the relevant sections. A monthly or calendar plan is the most concretized. It is drawn up based on a quarter plan, aimed at a concrete audience, indicating the dates, names of events, those responsible for performing and the venue.

There is no clear fixed pattern of work plans. They are developed in different ways, depending on a specific area, time, service sector, population coverage, socio-economic conditions in the life of society, important events and similar factors. While this is the case, it is advisable to develop an annual work plan for cultural and art institutions consisting of parts in it.

I. The President of the Republic of Uzbekistan has issued a decree, resolution and order of the Government of the Republic of Uzbekistan, resolution and order of the President of the Republic of Uzbekistan

II. Issues included in the board of higher organizations

III. Scientific and methodological works, conferences and educational seminars

IV. Cultural and educational and public events

V. Organizational issues

VI. International relations

VII. Publication work

VIII. Work with personnel

IX. Strengthening, repair and equipment work of the material-technical base

The first part includes measures aimed at enforcing current laws, decrees, resolutions and ordinances related to the industry throughout the year.

The second part can include issues that are included in organizations above them, deadlines for providing information on the implementation of state programs, as well as necessary proposals of various content.

The third part includes scientific and practical conferences, seminars and lists of scientific research works organized by the institution all year round and is indicated by certain deadlines.

The fourth part includes a variety of examination contests, competitions and events dedicated to public holidays for one year by the institution, as well as Memorial nights tied to birthdays.

The fifth part includes the repair of the institution, equipment based on normative requirements, cases of heating and cooling systems, activities of an amateur team, clubs and studios, political-artistic literature, periodicals, methodological manuals and qualified personnel, as well as the study of its state of preparation for the season, as well as the registration of followers or artistic ensembles in the direction of

The sixth part includes tasks that are carried out internationally. That is, an example of this is the festivals, conferences and exhibitions that the institution organizes in international cooperation.

The seventh part can include albums, methodological manuals, recommendations, books on the field, magazines, as well as collections (published articles, statutes of review competitions, lectures of scientific and practical conferences and other collections), which are required to be published all year round. This part also applies to the preparation and publication of the institution's newsletter.

The personnel work part of the work plan may include the study of the intellectual potential of the personnel operating in the institution and the recruitment of qualified personnel to employ graduates of higher educational institutions in the field of Culture and art, among other things.

The ninth part can include such issues as the repair of existing computer technology in the institution, the purchase of new techniques, repair of equipment.

This work is obliged to be approved by the head of the institution, reflecting the name of the events in the plan, the place and time of its holding and the responsible performers.

Cultural and art institutions can also develop monthly and seasonal work plans based on their capabilities. Monthly work plans are designed for a month and formed based on the annual work plan. Seasonal work plans, on the other hand, are developed relying on the characteristics of the seasons of the year. For example, in the winter season, more attention is paid to events organized in indoor buildings, while in the spring season, outdoor events are held-such as the Navruz nationwide holiday, flower walk. In addition, cultural and population recreation centers on the sites need to prepare a separate seasonal work plan for the summer season. The reason is, that this institution organizes appropriate spiritual and educational activities in cooperation with children's camps in the summer.

Financial planning of cultural and art institutions is considered one of the important factors. Because of the monetary income of the institution and the disposal of funds received from the state budget, all spending is reflected in financial planning. Financial planning is a process that consists of substantiating the movement of financial resources and related financial relations for a certain time. Annual estimates of the institutions of the Republic of Uzbekistan in the system of the Ministry of Culture and Sports Affairs are approved by the ministry.

The main task of financial planning of the institution's activities is to calculate the need for funds for each economic and financial operation, the size and composition of expenses and the results of its entire work. With the help of financial planning, expenses and income are projected, such as rational distribution, taking into account their proven results. Financial forecasting as an important elements of planning is the basis of budgeting and assessment of future financial needs.

Financing is carried out at the expense of internal and external sources. Internal financing is carried out nomadically on the activities of the institution as a result of the movement of monetary funds, external financing is carried out based on capital received by the institution's paid services, as well as funds from sponsors.

According to the terms and indicators of financial planning, it is usually divided into three types—long-term, medium-term and short-term planning.

Long-term planning. Long-term planning is widely used in world practice, including medium and short-term planning. A long-term plan usually includes periods of three and five years. It is more in the form of a statement and defines the general strategy of the institution since it is much more difficult for such a long term to accurately predict all calculations. The long-term plan is developed by the management of the institution, in which the main strategic goals of the enterprise in the future are determined.

A short-term financial plan is of particular importance for the institution. Such a plan allows you to analyze and control activities taking into account all the rest of the plans. Short-term planning can be semi-annual, monthly, etc. For example, we will also briefly dwell on the activities of the State Philharmonic Society of Uzbekistan below.

The State Philharmonic of Uzbekistan was established by the decision of the president of the Republic of Uzbekistan on June 27, 2018 “on measures to organize the activities of the State Philharmonic” PQ-3813, in the form of the Creative Association of Artistic Teams of Uzbekistan, the Association of National Symphony, Chamber and folk instrument orchestras of Uzbekistan and a state institution based on the

Today, a total of 42 creative teams operate in the Uzbekistan State Philharmonic and its 13 territorial divisions. Including 17 in Tashkent; 5 in the division of the Republic of Karakalpakstan, 4 in the division of Bukhara Region, 3 in the divisions of Kashkadarya and Syrdarya Region, 2 in the division of Jizzakh Region and 1 in the regional divisions of Andijan, Navoi, Namangan, Samarkand, Surkhandarya, Tashkent, Fergana, Khorezm.

At the place of reference, during 2024, a total of 3,393 cultural and educational, concert-performance events and official reception ceremonies were held by the State Philharmonic Society of Uzbekistan and its territorial units, through which 1 million were received. 653,928 viewers were covered.

Also in 2024, a total of 1,399 lecture-concert programs were held by creative staff of artistic communities and territorial units of the Uzbek State Philharmonic in 76 higher education and 1,323 public education institutions.

On the implementation of the decree of the president of the Republic of Uzbekistan “on measures to further increase the level of cultural service to the population” PQ-406 of December 25, 2023, 84 concert programs for the population living in remote regions of the Republic of Karakalpakstan and 25, a total of 109, about 259,100 spectators were organized during the events.

During 2024, the participation of several mature Specialists of the Philharmonic and creative teams in various international competitions and festivals was ensured. In particular, in 2024, the creative teams of the State Philharmonic Society of Uzbekistan and the creators of regional divisions were sent on tour to 18 foreign countries 46 times. There were also more than 10 concerts and master classes within the framework of which were held to further strengthen cooperation with the Philharmonic with foreign countries, exchange experience and improve skills. The participation of specialists and teams in 15 different competitions and festivals at the international level has been ensured and prestigious positions. To ensure the implementation of the 12th statement of the Cabinet of Ministers of the Republic of Uzbekistan of July 10, 2024, and the order of the Minister of Culture of July 19, 2024 No. 362, a total of 45 gala concert programs of the “National Party” show was held in 12 districts of Tashkent in the third quarter of this year.

9 creative and educational evenings dedicated to the work of famous cultural and art figures were also held at the Center for Spirituality and Enlightenment (Palace of Symposia) to ensure the implementation of the statement of the Cabinet of Ministers of the Republic of Uzbekistan No. 14 of January 31, 2024.

In addition, to ensure the implementation of the Order of the Cabinet of Ministers of the Republic of Uzbekistan dated September 11, 2024 No. 04/17-29 and the commission of the Ministry of Culture dated September 13, 2024 No. 03-11-20/02-2946, 67 mass-cultural events were organized in the city and districts of Tashkent and Samarkand region.

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