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### Call for Workshop Proposals

This form is designed so that you can fill in the gray blocks with the appropriate information electronically. Place your cursor in the first block and fill in your name. You are then able to "tab" to the next block or simply place your cursor in the box and type your response. Save your form and return it as an attachment to [shirley@avinsandinc.com](mailto:shirley@avinsandinc.com). The deadline for RFP submission is **MAY 19, 2008**. Notification will be in July, 2008.

**Conference Presentations:** Interactive Presentations are preferred.

**PRESENTER:** \_\_\_\_\_

Title / Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Individual / Organization website: \_\_\_\_\_

**Contact Person (if different from presenter, include email):** \_\_\_\_\_

**Please provide name(s), affiliation, address, phone and email address for co-presenters as well.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TITLE OF WORKSHOP:** \_\_\_\_\_

**Focus Area:**

- Theme: Effectiveness through Inclusion
- Workforce Recruitment and Retention
- Workshops for Youth Participants

- Educational Related Issues
- Families and Communities

**Level:**

- GENERAL:** for participants with limited experience and knowledge, high school and college students
- ADVANCED:** for participants who have prior experience and knowledge, seek for enhancing their skills, and may want to explore cutting-edge diversity issues

**Length:**  1-hour  2-hour  3-hour

**Repeat:**  Yes  No

**Stipend, if applicable:**

**Provide a 50 word description of your presentation to be used on the conference web site and printed in the conference program.** \_\_\_\_\_

**What presentation method will be used?** \_\_\_\_\_

**How many times have you delivered this presentation in the past?**  0  1-2  3 or more

**Please identify someone who can attest to your presentation skills. Include name, phone number, and e-mail address.** \_\_\_\_\_

**Provide a short biography (no more than 200 words in paragraph form) for the conference program and that can be used to introduce you at your session:** \_\_\_\_\_

For more information, call 515-225-1051 or e-mail [Shirley@avinsandinc.com](mailto:Shirley@avinsandinc.com).