

**2019 Eastern & Midwestern Peer to Peer  
WIOA 166/PL 102-477 Training**  
Wyndham Orlando Resort International Drive  
8001 International Drive  
Orlando, FL 32819  
October 28 through November 1, 2019  
**WORKSHOP PRESENTATION PROPOSAL**

<b>Workshop Presentation Information</b>		
<b>Workshop Title:</b>		
<b>Workshop Description:</b>		
Length of Workshop Session: <input type="checkbox"/> 1 ¼ hours <input type="checkbox"/> 2 ¼ hours Are you willing to repeat session: <input type="checkbox"/> Yes <input type="checkbox"/> No Preferred Date(s): <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday		Registration Waived for Primary Presenter Only (must present twice).
<b>Primary Presenter's Name:</b>		<b>Title/Position:</b>
<b>Grantee/Company/Agency:</b>		
<b>Mailing Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>
<b>Email Address:</b>	<b>Daytime Phone:</b>	<b>Fax No.:</b>
<b>Additional Presenter's Name:</b>	<b>Title/Company:</b>	
<b>Additional Presenter's Name:</b>	<b>Title/Company:</b>	
<b>Additional Presenter's Name:</b>	<b>Title/Company:</b>	
<b>Presenter Agreement:</b>		
I hereby affirm that none of the material presented in my presentation, to my knowledge, infringes upon the copyright or right of privacy of others, and that material which references work of others will be properly credited to that source. Further, I will not misrepresent, libel or slander, any other person, facility, service or product during the course of my presentation. If such affirmation is breached, I will indemnify and hold harmless FGCI, Inc. and the Hotel from and against any actions, losses, costs, damages, claims, and expenses including attorney's fees.		
<b>Presenter's Signature</b> _____		<b>Date</b> _____

<p><b><u>Audio-Visual/Training Needs</u></b></p> <input type="checkbox"/> Microphone <input type="checkbox"/> Flipchart <input type="checkbox"/> Laptop <input type="checkbox"/> Table <input type="checkbox"/> LCD Projector <input type="checkbox"/> Screen <input type="checkbox"/> DVD Player <input type="checkbox"/> Bringing <input type="checkbox"/> VCR <input type="checkbox"/> Own Equip ***Please bring your own equipment if possible. Thank you.	<p><b><u>Preferred Room Set-Up</u></b></p> <input type="checkbox"/> Classroom <input type="checkbox"/> Theatre <input type="checkbox"/> Rounds <input type="checkbox"/> U-Shape Table <input type="checkbox"/> U-Shape No Table <input type="checkbox"/> Other _____	<p><b><u>Handouts/Printed Material</u></b></p> Presenter __ will __ will not have handouts. <input type="checkbox"/> Available in electronic format <input type="checkbox"/> Available in hard copy only <input type="checkbox"/> Need handouts reproduced (provide handout to be reproduced by email to <a href="mailto:katkins@fgcia.org">katkins@fgcia.org</a> )
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Please email to: [katkins@fgcia.org](mailto:katkins@fgcia.org) AND cc: [dwaldron@rhodeislandindiancouncil.org](mailto:dwaldron@rhodeislandindiancouncil.org)  
➤ Must be submitted by \*\*\*September 1, 2019\*\*\*