



# NYS WORKSHOP PROPOSAL FORM

Educational Excellence Committee

Completed proposals are due November 1 for the Spring Executive Board Meeting/Seminar or Convention and June 1 for the Fall Executive Board Meeting/Seminar.

**Return completed form to:**

Sue Norris  
EEC Chair 2019-2021  
PO Box 33  
Raquette Lake, NY 13436  
[sknorris@frontiernet.net](mailto:sknorris@frontiernet.net)  
315-354-4093

Name of Presenter(s)/Contact: \_\_\_\_\_

Presenter(s)/Contact Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ DKG member for \_\_\_\_\_ years

Chapter Name: \_\_\_\_\_ Email address: \_\_\_\_\_

Workshop Title: (Please limit to 6-8 words) Length of Workshop is 45 minutes. \_\_\_\_\_

Brief Description of the Workshop: (As it would appear in the program)

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

Equipment Requested (All listed may not be available on all days). Check all that apply:

- Microphone                       Slide Projector/Screen
- VCR/Monitor                       LCD Projector/Screen
- Flip Chart/Pad/Markers      **(Laptop computer must be provided by Presenter.)**

Listed equipment will be provided if available. **Printed materials are the responsibility of the presenter.**

By checking this box, I understand that DKG New York State *cannot* reimburse presenters for any expenses incurred for this workshop.

Submission Date: \_\_\_\_\_ -