**2023 Request for Proposal Application**

**Please upload to our website when completed:**

**https://community.afpglobal.org/afppaeasternchapter/rfp**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Presentation Type: | **Keynote Speaker** | | | **Workshop Presenter** | | |
| Speaker Name/s: |  | | | | | |
| Contact Information: | Phone: | | E-mail: | | | |
| Website: | | Social: | | | |
| Presenter Biography:  *\*Attach bio if more*  *space is needed* | Degrees/Certifications: | | | | | |
| Employer/Affiliations: | | | | | |
|  | | | | | |
| Session Title:  *\*If multiple submit menu as attachment* |  | | | | | | |
| Session Description:  (150 words max)  *To be used for promotional material* |  | | | | | | |
| Target Audience:  Designate defined audience in “other” category i.e. small shops, major gifts, executive directors, etc. | Fundamentals  (1-3 years) | Intermediate (4-7 years) | | | Advanced (8+ years) | Other: | |
| Session Deliverables,  Learning Expectations: |  | | | | | | |
| Please select preferred presentation quarter | January- March, 2023 | April- May, 2023 | | | June-August,  2023 | September -December, 2023 | |
| ***Keynote only\****  *Please share information and submit sample of presentations you have done.* | In person \_\_\_  Virtual \_\_\_  Both \_\_\_ | Venue or  Audience: | | | Date/s: | Comments: | |
| *Presentation Preferences:* | In person: Y/N  Virtual: Y/N | Permission to record session for future use:  Yes/No | | | Special requirements: | | |
| Fees: | Speaker fee: $\_\_\_\_\_\_\_\_\_\_\_ Other fees: $\_\_\_\_\_\_\_\_\_\_\_\_  Explain other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | |
| Sponsor Opportunities: | Please indicate interest in learning more about:  Sponsorship: \_\_\_\_\_ Program Ad: \_\_\_\_\_ Vendor/Exhibitor: \_\_\_\_\_ | | | | | | |

**Questions can be sent to Christe Konopitski, Chapter Manager, via e-mail at** [**director@afpglv.org**](mailto:director@afpglv.org)

**Applications are accepted year-round and reviewed quarterly**

|  |  |
| --- | --- |
| **Presentation Period** | **Proposal Deadline** |
| January -March, 2023 | December 15, 2022 |
| April – May, 2023 | January 31, 2023 |
| June -August, 2023 | March 31, 2023 |
| September – December, 2023 | June 30, 2023 |

* Presenters are expected to promote on LinkedIn with the registration link (*to be provided).*
* Consultants are encouraged to co-present with a professional from the nonprofit sector.
* Presentation slides and handouts must be provided 3 weeks in advance of confirmed session date.