



**2010-2011 OFFERING PROPOSAL**

Please submit proposals for Spring 2011 before November 1, 2010

Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Other/Seasonal Address \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Email Address \_\_\_\_\_

**SESSION (Please check one) Priority will be given to offerings proposed Nov.-Apr.**

\_\_\_\_\_ FALL (September-December)  
\_\_\_\_\_ SPRING (January-April)  
\_\_\_\_\_ SUMMER (May/June)

**PREFERRED CAMPUS:**

\_\_\_\_\_ Mueller/Vero Beach  
\_\_\_\_\_ Main/Ft. Pierce  
\_\_\_\_\_ St. Lucie West  
\_\_\_\_\_ Okeechobee  
\_\_\_\_\_ Stuart

Other:

**SUGGESTED TITLE/TOPIC:**

Please briefly describe what you would like to offer:

**FORMAT:**

How best do you propose to deliver the offering?

_____ Lecture	_____ Case Study Examination
_____ Discussion Group	_____ Debate
_____ Workshop (multiple hrs.)	_____ Day long Symposium
_____ Field Trip	_____ Hands on Activity
_____ Panel	_____ Other (Please explain)

**TIME:**

**Day of the week**

Monday AM \_\_\_\_\_ PM \_\_\_\_\_  
Tuesday AM \_\_\_\_\_ PM \_\_\_\_\_  
Wednesday AM \_\_\_\_\_ PM \_\_\_\_\_

Thursday AM \_\_\_\_\_ PM \_\_\_\_\_

Friday AM \_\_\_\_\_ PM \_\_\_\_\_

Other:

\_\_\_\_\_ Morning (Please indicate between 9:30-11:30 a.m.)

\_\_\_\_\_ Afternoon (Please indicate between 1-5 p.m.)

**LENGTH/DURATION:**

\_\_\_\_\_ single session

\_\_\_\_\_ 3 week session (based on one meeting per week for three weeks)

\_\_\_\_\_ 4 week session

\_\_\_\_\_ 5 week session

\_\_\_\_\_ 6 week session

\_\_\_\_\_ Other

LLI offerings will be scheduled during the day unless special arrangements have been made based on membership and facilitator feedback. Please check your availability on weekdays and by term/session dates. Be as specific as possible.

Please tell us about your experience in speaking or presenting on the proposed topic area. Include or attach any pertinent background information/resume and a one or two sentence description of the offering and yourself for marketing materials and promotional purposes.

Would you be available to demonstrate or present your proposal?

Additional comments:

In an effort to ensure a positive experience for all, please attach a brief outline of your offering.

**IMPORTANT: Please list any equipment you are requesting and the date needed.** The College libraries and tech support personnel are happy to assist us. Members enjoy IRCC library privileges and reading material will be made available at campus libraries wherever possible.

**Completed proposal may be sent to:**  
**Laura Kelley, Program Director**  
**LLI at IRSC**  
**3209 Virginia Avenue, Ft. Pierce, FL 34981**

**REVIEW DATES:**  
**Fall Session- July**  
**Spring Session - November**  
**Summer Session –March**

*REVISED*