



MYAN Fall 2010 Events: Workshop Proposal Form

We encourage youth presenters, youth-adult teams and adult presenters to submit proposals!

- ★ All workshops at these events will be 60 minutes.
- ★ All workshops will take place during business hours.

Dates & Context

27th Annual Peer Leadership Conference Thursday, November 11 th , 2010 (Veteran's Day) Augusta Civic Center	7th Annual Maine Youth Anti-Tobacco Summit Friday, November 12 th , 2010 Augusta Civic Center
The Peer Leadership Conference brings together 7 th -12 th grade youth and their adult advisors to gain skills, information & connections to help them create positive change back home. We will offer workshops in three categories, and all proposals should be designed to fit in one (or more) of these categories. <ul style="list-style-type: none"> Be Healthy: health topics (especially substance abuse prevention, physical activity and nutrition promotion, and anti-tobacco topics) Work Together: building & maintaining a youth group (recruitment, teambuilding, conflict resolution, meeting skills, etc.) Create Change: advocacy & leadership skill development (legislative advocacy, local activism, public speaking, leadership styles, working with the media, etc.) 	The Summit is an annual event for 7 th -12 th grade youth and their adult advisors that focuses on trying to stop tobacco companies' lies and manipulation, help people quit smoking, and help people to resist the pressure to smoke and help their peers resist it, too. Workshops at this event should focus on anti-tobacco education and the advocacy, as well as leadership skills youth & adults need to make a difference on this issue. Workshops on other health topics are not relevant for this event. <i>Sponsored by Partnership For A Tobacco-Free Maine.</i>
I am/we are proposing the following workshop for (check one or both) <input type="checkbox"/> Peer Leadership Conference <input type="checkbox"/> Maine Youth Anti-Tobacco Summit	

Your Contact Information

Primary Contact Name:			
Organization/School/ Group:			
Town		Phone:	
Email:			
Please list the names of all co-presenters, and indicate if they are a youth (Y) or adult (A)			

Fees & Travel Reimbursement

Help us understand your needs for fee and/or travel reimbursement. This year all fees and travel reimbursements will be paid after the event. Please check all that apply & fill out the relevant additional information.
<input type="checkbox"/> I/we do not require any compensation. (MYAN thanks you!)
<input type="checkbox"/> I/we would need PROP/MYAN to reimburse my/our travel costs to & from (fill in town & state) _____.*
<input type="checkbox"/> For youth presenters, we request: <ul style="list-style-type: none"> <input type="checkbox"/> _____ (#) youth stipends** as registration discounts for the Annual Peer Leadership Conference. <input type="checkbox"/> _____ (#) youth stipends** to be paid either as individual checks or a lump sum to our group.
<input type="checkbox"/> Separate from youth stipends, my/our fee is: _____.** <ul style="list-style-type: none"> <input type="checkbox"/> I/we plan to attend the Peer Leadership Conference, so this fee will be taken as a registration discount.
* PROP/MYAN reimburses travel at .44 per mile.
**MYAN will offer a maximum of 5 youth presenters per group a \$40 stipend for presenting.
***MYAN has a limited budget for these events, and can offer between \$0(thank you!) and \$250 per workshop this year, If charging a fee or travel reimbursement and your proposal is accepted, you will need to invoice MYAN for the cost.



Your Workshop Details

Workshop Title: <i>(think youth-friendly!)</i>			
Workshop blurb: <i>Please describe your workshop in 2-3 sentences. If your proposal is accepted, this description will be used as the basis for the "blurb" used during the workshop sign-up process, so please use clear, engaging language.</i>			
What skills, information and/or insights do you hope participants will gain from your workshop?			
Please describe the presentation style you would use in this workshop.			
Are there any restrictions to who is an appropriate audience for your workshop? <i>(For example, adult only, HS & up only, MS only). Please note: it is difficult for us to control audience proportions—such as "1 adult per 10 youth" or "only a few adults" so please either allow or don't allow an audience type.)</i>			
Please list the maximum number of participants for your workshop. <i>(We do our best to accommodate these needs within facility restrictions. We will confirm your room size with you if/when your proposal is accepted and we confirm details.)</i>			
Standard workshop room set up is semi-circle(s) of chairs, a flipchart and markers. Please describe any additional accessibility or set-up needs (not including technology needs, which are requested below) & be very specific.			
Technology needs:	I/we will bring... <i>(please check all that apply)</i>	I/we need MYAN to provide... <i>(please check all that apply)</i>	
TV/DVD player			
LCD projector			
Screen			
Laptop--Mac			
Laptop--PC			
Speakers			
CD player			
Lapel Microphone			
Handheld Wireless Microphone			
Mac adapter <i>(for connecting mac laptop to LCD projector)</i>			
Other: (please describe)			

Next Steps

1. Please **submit your workshop proposal** form by **July 31, 2010**:
 - a. **Fax** it to 553-5927 or 553-1913 **OR**
 - b. **Mail** it to PROP/MYAN, 510 Cumberland Ave., Portland, ME 04101.
 - i. **If you are proposing more than one workshop**, please submit a separate form for each one.
 - ii. **If you and/or your group will also be attending either event**, you **MUST** submit a separate registration form for that event once materials are available in early fall 2010.
 - c. We recommend you also **keep a copy** of your proposal for your planning purposes.
2. **You will receive an email confirming that we received your proposal.** If you don't receive a confirmation email, please contact MYAN at 874-0060.
3. **We will be back in touch by early fall** to confirm whether your proposal has been accepted and to confirm details about schedule, fee and accommodations. **Please save the date(s) of the event(s) until then.** Thank you!