



Workshop Proposal Form

A Workshop is an opportunity to share your organization's unique expertise with Annual Meeting attendees. Workshops are half-day or full-day interactive sessions that can be held prior to the Annual Meeting. Workshops can be held by academic institutions, NGOs, foundations, the private sector and government or health agencies.

Upon completion this form, [Buffy Finn](#), Manager, Membership, will submit the proposal for review and a follow up call will be scheduled to discuss the goals and planning of the Workshop in more detail.

Workshop Fees: non-profit/government \$750 US/day; for-profit \$1850 US/day. Price is for half day or full day Workshops. Fees are not prorated.

Workshops can be held on Tuesday, October 17 or Wednesday, October 18. All workshops will be held at the Hyatt Regency Chicago.

Organization _____

Main Contact Name and Title _____

Main Contact Email _____

Secondary Contact Name and Email _____

Organization Address _____

City/State/Country _____

Please provide the following information:

- 1) Brief description and mission of your organization (include website address)

2) What is the goal you would like to achieve with this workshop?

3) Tentative Workshop Agenda/Schedule

4) Who would be your target audience?