State Extension Conference

March 12-14, 2007
Raleigh, North Carolina
McKimmon Center for Extension and Continuing Education

Request for Training Proposals

Training proposals are being accepted now through December 8, 2006 for State Extension Conference. The conference is open to North Carolina Cooperative Extension, North Carolina Sea Grant, the Small Business and Technology Development Center, the McKimmon Center and the Industrial Extension Service professionals. Training will take place on March 13, 2007 in Raleigh. The focus for this conference will be Entrepreneurship, Communication and Marketing.

While you are welcome to submit proposals focusing on any program, professional or organizational strength or resource you would like to share, we especially encourage you to consider proposals for workshops designed to help us move forward in the areas of entrepreneurship, communication and marketing Extension organizations that make a powerful difference in our state. If you are aware of external presenters with relevant topics, please be aware that you can sponsor their sessions and submit a joint proposal.

Possible areas include (but are not limited to):

- Communication and relationship-building with stakeholders and decision makers
- Workplace ethics in a changing environment
- Effective grant-writing
- Measuring and reporting program impacts
- Integrated programs with unusual results
- Developing a valuable advisory leadership system
- Assessing needs of your constituency
- Establishing our niche in a crowded market
- Responding to our rapidly changing multilingual and multicultural audiences
- Meeting the needs of our clientele through current or cutting edge technology
- Building partnerships without losing our organizational image
- Strategic planning, team building, conflict resolution and other organizational development successes
- New delivery methods or strategies
- Effectively involving volunteers to enhance program excellence
- Visionary leadership programs for staff, clientele, volunteers or organizations
- Integrated programs addressing global issues and their impact on local communities
- Entrepreneurial approaches
- Working effectively amid crisis, uncertainty, natural disasters and perceived risks
- Critical competencies for Extension educators in the 21st century
Proposals are not limited to the topics (on the previous page), but should reflect the intent and theme of the conference. When appropriate, proposals should also address these key professional development areas: Knowledge of the Organization, Educational Programming, Professionalism, Communications, Human Relations, and Leadership. Criteria for presentation selection will be based on:

* Timely- Current Sources/ Research and Best Practices
* Relevant Topics (see list of possible areas on previous page)
* Experiential / Hands-on teaching strategies/ Innovation
* Replicability/ Appeals to a broad audience as determined by a panel of readers.

Proposals should be entered into Cooperative Extension’s Web-based Learning Management System (LMS). Individuals desiring to submit proposals can go to the following website: [http://www.ces.ncsu.edu/xlms](http://www.ces.ncsu.edu/xlms)

A fact sheet explaining instructions for submission of training events is available at: [http://www.ces.ncsu.edu/pods/iLMS%20helpaid/esub_helpaid.htm](http://www.ces.ncsu.edu/pods/iLMS%20helpaid/esub_helpaid.htm)

Additionally, individuals having problems entering data should contact the LMS Program Assistant (Makia Tillman) by e-mail: Makia_Tillman@ncsu.edu or by calling: 919.515.2819 and clearly describe the problem encountered.

**IMPORTANT:**

Individuals submitting training proposals for Extension Conference should enter the following as:

- **Event Title:** State Extension Conference 2007
- **Type:** Extension Conference
- **Times:** will be assigned in the near future; therefore, do not enter times when submitting a training proposal.
- **Location:** McKimmon Center

Note: Training sessions must be able to accommodate at least 30 attendees. Many breakout rooms hold up to 100 people.

Successful proposal applicants will be notified by January 5, 2007. Please contact Eleanor_Stell@ncsu.edu or Rhonda_Conlon@ncsu.edu if you need additional information regarding this Request for Proposals.

Cc: District Extension Directors
    Program Leaders
    Dr. Koralalage Sunil Upali Jayaratne