

EDWARD KING HOUSE
Request for Proposal-Virtual Programming

Name of Presenter:	
Name of Organization (if applicable):	
Street Address:	
Town/City/State:	
Phone:	
Cell Phone:	
E-mail:	
Fax:	
Please Check One	<input type="checkbox"/> Course <input type="checkbox"/> Workshop
Course/Workshop Title:	
Date(s) of proposed course/workshop:	
Time Frame for proposed course/workshop:	
<p>Course/Workshop Description (as it would appear in the program catalog)?</p> <p>Note: feel free to attach a description</p>	
This course/workshop is intended for what age range (check all that applies)?	<input type="checkbox"/> 50 + <input type="checkbox"/> Public Audience <input type="checkbox"/> Retirees <input type="checkbox"/> adult family members of seniors
Cost:	<p>_____ will volunteer my services</p> <p>_____ I would accept an honorarium</p>

What materials will be needed for this course?	
Are there prerequisites for this course/workshop? (For example, a digital photography course that requires participants to use their own digital cameras or a specific book to be read)	<input type="checkbox"/> no <input type="checkbox"/> yes Describe:
Is there anything else we should know about this course/workshop? Will you need assistance to learn how to use Zoom?	

Submit to: Dr. Anna Matos-Mournighan, Assistant Director
The Edward King House Senior Center
35 King Street
Newport, RI 02840
Or e-mail to ekhchiefstaff@gmail.com