



NATIONAL FARM to CAFETERIA CONFERENCE

NATIONAL FARM TO SCHOOL NETWORK

April 25-27, 2018 | Cincinnati, Ohio

The general instructions for the RFP application process can be found in the [application link](#) (prior to beginning the actual application process).

The following is the list of information you will be asked to provide through the online request for proposals submission form:

- Lead presenter information (name, title, organization, contact information)
- Lead presenter bio (350 characters or less)
- Suggested session title
- Session type (workshop or poster)
- Suggested session description (300 characters if selected, this description will appear in the conference program)
- Presentation topic (select one of the twelve options)
- How the session addresses issues of equity and justice (350 characters or less)
- How the session demonstrates the role of partnerships in the farm to cafeteria movement (350 characters or less)
- Area(s) of farm to cafeteria covered (check all that apply): farm to school (K-12), farm to early care and education, farm to college, farm to hospital, farm to prison, farm to summer, farm to afterschool, other (please specify)
- Content level (introductory, intermediate or advanced)
- If any of the proposed presenters are (check all that apply): youth (through age 22), farmers/farmer support organization representatives, food service professionals, farm to college/hospital practitioners, individuals of color including Native Americans, first-time conference attendees, or Local leaders from Ohio or the surrounding area, including tribal communities.
- Any other information you would like to share about your session proposal (please, note workshop presenters will be asked for learning outcomes, audience benefits and engagement in another question below) (700 characters or less)

For workshop proposals only, provide the following:

- Additional presenter information (name, title, organization, contact information) for up to three additional people

- Additional presenter bios (350 characters or less) for up to three additional people
- Please provide a more detailed overview of your workshop including opportunities for active audience participation and two to three learning outcomes describing how participants will benefit from this session and what tools, skills or message(s) participants will “take home.” Learning outcomes should be action statements describing what participants will be able to do as a result of the experience, usually defined in terms of knowledge, skills or attitudes. Learning outcome statements should complete the following sentence with observable and measurable verbs: “After this presentation, the attendee will be able to...” (1000 characters or less)
- We plan to provide a laptop, screen, and projector in every room. If you have additional audio-visual equipment needs, please let us know (700 characters or less)