***AgrAbility Regional Workshop – Application to Host***

Each year from 2017-2020, the National AgrAbility Project Partner, Goodwill of the Finger Lakes, will provide a stipend of up to $2000 for a Regional Workshop.

The workshop will be hosted by an existing SRAP, and must include collaboration with a non-funded state.

SRAPS may apply to host an event during any of the four program years from 2017 to 2020. To apply for this stipend and planning support, please complete the following, and submit to Tess McKeel, [tmckeel@abvi-goodwill.com](mailto:tmckeel@abvi-goodwill.com). Applications for 2017 are due prior to May 1st, 2017. Applications for 2018-2020 may be submitted at any time.

Please contact us with any questions:

Tess McKeel: [tmckeel@abvi-goodwill.com](mailto:tmckeel@abvi-goodwill.com) 585.447.9015

JoBeth Rath: [jbrath@abvi-goodwill.com](mailto:jbrath@abvi-goodwill.com) 585.402.2059

Please answer the following questions. Feel free to add any other information that you feel would be beneficial to hosting the Regional Workshop.

1. Why your project would be interested in hosting the Regional Workshop?
2. What non-funded State would you be collaborating with?
3. Do you already have contacts in that state that you can partner with?
4. Is there a hotel with accessible rooms and amenities that can host the workshop?
5. Do you have speakers or presentation topics in mind?
6. Are there agricultural related sites of interest or client farms within an hour of the hotel location?
7. Are you aware of accessible tour transportation in your area?
8. Do you have ideas for sponsorship/donations to help keep registration costs low?

**Expectations of the host SRAP:**

1. Collaborate with programs in a non- funded state
2. Secure a hotel with accessible sleeping rooms and conference space to host the event. Or utilize conference space, near the hotel, if there is a financial gain for doing so. (arrange transportation if meeting site is off premises)
3. Organize a planning committee
4. With help from the planning committee, select topics for presentations
5. With help from planning committee, select speakers
6. Set up tours and transportation
7. Advertise workshop to local contacts/partners
8. Solicit local sponsorship and funding to offset costs

**Goodwill of the Finger Lakes will:**

1. Provide a stipend of up to $2000 to contribute to any of the following:
   1. Meeting Space / Meals
   2. Transportation for tours
   3. Guest speaker fees
2. Provide assistance as necessary to:
   1. Identify potential speakers
   2. Establish tours
   3. Set up and maintain registration
   4. Market the event through established list serves and contact databases
   5. Provide attendee information to conference hosts