

Training Request Form



Thank you for contacting Family Design Resources for your training needs. FDR receives requests for training from a variety of sources including foster/adoption agencies, schools, organizations serving children and families and community groups. Completion of this form is a first step in helping our agency assess your needs and how we can best respond. Our goal is to provide you with high quality, relevant training suited to your specific audience through effective, responsible utilization of resources.

FDR's standard training rates are \$250 for 90 minutes of training, \$500 for a half-day of training, and \$1,000 for a whole day of training. FDR adjusts these fees based upon individual circumstances. Factors that are considered include time to develop the training, the number of trainers requested, and travel involved. The ability to pay the standard training fee is not necessarily the deciding factor in our ability to provide training.

Training topics that relate to our core programs are listed below; however, our training staff can adapt training or, tapping the expertise within our network of social work and educational professionals, develop new trainings that meet your needs.

Requests for training should be submitted to the FDR Program Manager by fax, mail or email. When your request is received we will follow up with you as soon as possible. Thank you again for contacting Family Design Resources.

Date:

Name:

Phone (including area code):

Email:

Organization for which training is requested:

Description of the organization for which training is requested (mission, programs, those served, etc.):

| Topic(s) for requested training: | | | |
|----------------------------------|---|--------------------------|--|
| <input type="checkbox"/> | Introduction to Bullying Prevention | <input type="checkbox"/> | LGBTQ: An Awareness of Sexual Identity for Youth |
| <input type="checkbox"/> | Olweus Bullying Prevention Program | <input type="checkbox"/> | The unique needs of foster children in the educational setting |
| <input type="checkbox"/> | Cyber bullying | <input type="checkbox"/> | Supporting children through grief and loss |
| <input type="checkbox"/> | Diversity Awareness: What is it and how is it achieved? | <input type="checkbox"/> | Family engagement |
| <input type="checkbox"/> | Diversity: How to have Courageous Conversations | <input type="checkbox"/> | Fostering Connections Legislation |
| <input type="checkbox"/> | Diversity: How Leaders Can Inspire Cultural Competence | <input type="checkbox"/> | An Overview of Foster Care and the Child Welfare System |
| <input type="checkbox"/> | Child Welfare Legal Services | <input type="checkbox"/> | Post-Permanency Support |
| <input type="checkbox"/> | Other (please describe): | | |

Length of training (hours/days):

Proposed location for training:

Proposed date(s) for training:

Possible alternate date(s) for training:

Format for training:

- In-person
 audio conference
 Webinar

| Audience for the training (check all that apply): | | | | | |
|---|-----------------------------|--------------------------|----------------------------|--------------------------|------------|
| <input type="checkbox"/> | Social workers/Case workers | <input type="checkbox"/> | Foster parents | <input type="checkbox"/> | Parents |
| <input type="checkbox"/> | Teachers | <input type="checkbox"/> | Administrators | <input type="checkbox"/> | Therapists |
| <input type="checkbox"/> | School Psychologists | <input type="checkbox"/> | School Guidance Counselors | <input type="checkbox"/> | Attorneys |
| <input type="checkbox"/> | Juvenile Probation Officers | <input type="checkbox"/> | Judges/Masters | <input type="checkbox"/> | Other |

Number of people you expect to attend:

If the anticipated audience is under 15 people, are you willing to ask other groups in your area to join the training?

Are you willing to pay a fee (including travel time) for the training?

If you are unable to pay a fee, is an honorarium available?

Please specify amount of honorarium, if applicable?

Have you spoken to anyone at Family Design Resources about training and, if so, who?

Please provide additional information that may be helpful to address your training need:

Completed Training Request Forms should be submitted by:

| Mail | FAX | Email |
|--|---------------------------------------|--|
| Family Design Resources, Inc. Attn: Program Manager P.O. Box 4438 Harrisburg, PA 17111-0538 | Attn: Program Manager 717.236.8571 | info@familydesign.org Subject line: "training request – attn Program Manager" |