

# FFA Enrichment Center

## Request for Program Development (RFPD)

### Purpose of the FFA Enrichment Center

The FFA Enrichment Center is a multipurpose conference, training, and educational center owned and operated by the Iowa FFA Foundation on the Des Moines Area Community College (DMACC) Ankeny Campus. The Center is dedicated to providing a high quality learning environment and support services for educational programs and events hosted by recognized members and partners of the Iowa Agricultural Education family and organizations affiliated with Des Moines Area Community College.

The FFA Enrichment Center is open and welcome to the general public. However, the primary purpose of the FFA Enrichment Center is to help the Iowa FFA Foundation fulfill the education and development needs of the Iowa FFA Association, Iowa Association of Agricultural Educators (IAAE), Postsecondary Agricultural Students of Iowa (PAS), and Iowa FFA Alumni.

To enhance educational, professional, and leadership development opportunities within the Center this “Request for Program Development (RFPD)” form has been created to allow interested organizations an opportunity to request assistance and development of programming. The RFPD is additionally utilized by Iowa FFA Foundation staff as a directive tool in programming at the Center. The FFA Enrichment Center Committee will review RFPD forms in June and December or as needed and serve as a recommendation committee for programs to the Iowa FFA Foundation Board of Directors. Please direct any questions regarding the RFPD process to Rachel Kagay, FFA Enrichment Center Leadership Development Manager, by email at [Rachel.kagay@ffaenrichmentcenter.com](mailto:Rachel.kagay@ffaenrichmentcenter.com) or by phone at (515) 965-7377. Questions may also be directed to Josh Remington, Iowa FFA Foundation Executive Director by email at [Joshua.remington@iowaffafoundation.org](mailto:Joshua.remington@iowaffafoundation.org) or by phone at (575) 965-7375.

Please note RFPD proposals are due by June 1<sup>st</sup> and December 1<sup>st</sup> for semi-annual review. For best results, please ensure that the RFPD timeline for implementation is at least 6 months from submission due date as space, resources, and staff time may be limited at certain points throughout the year.

### Request for Program Development Outline:

**Program Description-** In **150 words or less**, provide a summary of the concept that will give the FFA Enrichment Center Committee an accurate feel for what the program is envisioned to be.

**Learning Objectives-** Describe the benefits to be gained by participants in this event. Please list any take home skills, lessons, ideas, etc that participants will take away from this event. For example, “At the end of this event, the participant will be able to....”

**Please assign your program to the category(s) that best describes it using the list below:**

- |   |   |
|---|---|
| <input type="checkbox"/> Leadership Development                   | <input type="checkbox"/> Career Opportunities   |
| <input type="checkbox"/> Professional Development                 | <input type="checkbox"/> Agricultural Advocacy  |
| <input type="checkbox"/> Personal Development (i.e. Strengths)    | <input type="checkbox"/> Mentoring              |
| <input type="checkbox"/> Career & Technical Education Development | <input type="checkbox"/> Volunteer Involvement  |
| <input type="checkbox"/> FFA- Chapter Officers/District Officers  | <input type="checkbox"/> Membership Development |
| <input type="checkbox"/> FFA- State Officers                      | <input type="checkbox"/> Public Service         |
| <input type="checkbox"/> Agricultural Issues                      | <input type="checkbox"/> Other _____            |
| <input type="checkbox"/> Communication, PR & Social Media         |   |

**Who is the audience for this program?**

- ☐ **Youth**, 7<sup>th</sup>-12<sup>th</sup> Grade
- ☐ FFA
- ☐ Career & Technical Student Organization (CTSO) Please List: \_\_\_\_\_
- ☐ Other (please list) \_\_\_\_\_
- ☐ **Collegiate**
- ☐ List Group: \_\_\_\_\_
- ☐ **Adult**
- ☐ FFA Alumni
- ☐ Iowa Association of Agricultural Educators
- ☐ Corporation/Company (please list): \_\_\_\_\_
- ☐ Other (please list): \_\_\_\_\_

**Anticipated Number of Attendees:** \_\_\_\_\_

**Please describe the experience level expected of the audience to have before attending the program.** (i.e. *These students will have attended \_\_\_\_ conference previously. OR This corporate team has experience with strategic planning...*)

**Proposed Length of the Program:** \_\_\_\_\_  
**Proposed Date of Program** (i.e. *May 2013 or Fall 2014*): \_\_\_\_\_

**Please provide estimated financial resources (or other types of resources) available for analysis, focus groups, program development and implementation of the program. If program is selected to be supported, the Iowa FFA Foundation staff will work to prepare an estimated cost of expenses to be shared with client before moving forward. What is your organizational budget for this project? Please state if no funds are available and sponsorship is requested. It should be noted that, in general, proposals with existing financial support have a greater likelihood of being prioritized for development.**

**Please provide any additional information you feel of value for the FFA Enrichment Center Committee to utilize to help in the review process.**

**Contact Information of Requestor:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

**Thank you for your interest in programs and program development at the FFA Enrichment Center. A staff member will be in contact with you shortly about the status of your application.**

<b>Office Use Only:</b>			
Date Received:		FEC Committee Review Date:	
Status of Application		Date of Communication with Application about Status:	