Peer to Peer Technical Assistance and Training (TAT) Available

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| Category: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(Please indicate project category i.e.: Business Services – Financial Management – Labor Market/Workforce Information – Job Seekers Services – Monitoring and Oversight – Policies and Procedures – Workforce Systems – Performance Management)* |
| Contact Person: Name of project lead:  Telephone number:  E-mail address: |
| Project Name: |
| Project Description: |
| Training Delivery Method: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(How will training be delivered? i.e.: Video Conferencing / On-line / In-person Technical Assistance / Classroom Training / Conference Call)* |
| Target Audience: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(Who should attend? i.e.: Front-line Staff – Managers - Workforce System Leaders - Workforce System Partners)* |
| Materials Required: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(What materials will trainees need? i.e.: Facilitators Guide - Program Guide - Operations Manual - Content Handouts - PowerPoint Presentation)* |
| Estimated Cost: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(What is the estimated cost to deliver the training? i.e.: Materials – Staff – Use of Technology - Venue) - Travel costs to be calculated at a later date.* |

Please attach additional sheet if needed. Return form to Rosemary Alexander at [ralexander@detma.org](mailto:ralexander@detma.org), on or before January 15th, 2016