



Request for Event Proposal

Must be completed by December 1, 2022 to be considered for a 2023 Event.

IPS strives to offer its members the highest quality programming throughout the year but takes advance planning and preparation to do it properly. We aim to have the entire calendar year planned out prior to Jan. 1, in order to utilize our resources in the most efficient way possible. IPS would like to consider the suggestions and goals from all members and especially our hard-working committees when choosing the events for the year. This Request for Proposal form will help us do that fairly.

Proposal Submitted by:

Name:

IPS Committee affiliate:

Email Address:

Event Details:

Event Topic and Description:

Target Audience:

What do you hope to accomplish with this event?:

Preference of in-person or virtual:

Possible speaker/presenter option(s):

Projected Total Event Cost:

Please return this completed form to kmalloy@ilpsych.org no later than December 1, 2022 to be considered for any open 2023 event dates.