

# Professional Development Workshop Proposal

Proposer:

Department/Unit:

Date Submitted:

Workshop Title:

## 1. Workshop Overview

## 2. Objectives

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## 3. Workshop Content & Agenda

- 1.
- 2.
- 3.

## 4. Target Audience

## 5. Duration & Date

## 6. Facilitator(s)

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## 7. Required Resources

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## 8. Assessment & Evaluation

## 9. Budget Estimate

## 10. Additional Notes