



THE INSTITUTE OF FORESTERS OF AUSTRALIA

Incorporating Australian Forest Growers

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Request for Proposal for IFA/AFG Forest Fundamentals Online Learning Program

Please complete all sections of the proposal template and email to admin@forestry.org.au no later than COB Tuesday 30 March 2021

ABOUT YOU

Name:	
Organisation: (if applicable)	
Email address:	
Mobile number:	
Biography: No longer than 200 words. Please demonstrate your expertise in the subject matter and experience in delivering learning content and sessions.	
Declarations of interest:	

Please submit a different proposal for different subjects.

YOUR PROPOSAL

Subject: Please indicate which subject your online learning session aims to address, as outlined in the RFP.
Estimation of sessions required to address subject: Each online learning session is envisaged to be between 45 – 60 minutes. In order to provide a good foundation on some of these subjects, multiple sessions may be required. If you think it will require more than one session to provide an introduction to this subject, please indicate how many 45 – 60 minute sessions might be required.
Suggested title/s of online learning session/s:
Abstract for each session: Up to 300 words per session. Please note, successful applicants will be required to provide a detailed session outline upon acceptance of proposal.



Presenters: Some applicants may wish to present the entire subject themselves, or partially, or collaborate. If you plan to collaborate, please indicate all proposed presenters and their affiliations for each online learning session.

Presentation formats: All sessions will be recorded using Demio Software and a PowerPoint template. Please indicate if you wish to incorporate other formats or technology in your session i.e. Video; Interviews

Copyright / Intellectual Property Indicate any matter or comment around copyright or intellectual property in relation to your proposal that we should be aware of.

Optional – Suggested peers for review Provide the name and contact details for potential reviewers.

Nominated honorarium (Ex GST) \$

Referees: Name and contact details of two relevant referees who can provide a reference for your subject knowledge and experience. Only referees of successful applicants will be contacted.

Referee One

Referee Two

I confirm that I can meet the project timelines

Yes

No

All successful proposers will be provided with templates i.e. PowerPoint and handouts for use in preparing the detailed session outlines. Along with preparing a detailed session outline, successful proposers will be asked to collate:

- Relevant pre or additional reading for participants;
- Titles of 3-4 peer reviewed research for further reading;
- Information on additional resources, including articles, videos, reports, etc. for further study;

Request for Proposal submissions close at COB Tuesday 30 March 2021.

Please email this completed template to admin@forestry.org.au

If you have any questions, or wish to discuss this project further, please feel free to contact:

Naomi Will

Forest Fundamentals Online Learning Program

The Institute of Foresters of Australia & Australian Forest Growers

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