

D.V.E.P. REGISTRATION FORM

School/ Organization			
Mailing Address			Tel #
Primary Contact			Title
Alternate # / Ext			Email
Secondary Contact			Title
Alternate # / Ext			Email
Presentation Type (Descriptions are on the reverse side of this form)	<input type="checkbox"/> School <input type="checkbox"/> After-school program <input type="checkbox"/> Organization <input type="checkbox"/> Three Day <input type="checkbox"/> Two - Day <input type="checkbox"/> Condensed <input type="checkbox"/> Assembly <input type="checkbox"/> Tabling <input type="checkbox"/> Discussion Group <input type="checkbox"/> Informational		
Audience	<input type="checkbox"/> 5-7th Grade <input type="checkbox"/> 8-12th Grade <input type="checkbox"/> Youth-workers <input type="checkbox"/> Parents <input type="checkbox"/> Parent Teacher Association (PTA)		
Dates			
Starting / Ending Times			
Location (if different from address)			

Please return completed registrations to: Elke Perez, M.S.W., D.V.E.P. Program Coordinator
Mail: 487 South Broadway Yonkers NY 10705
Email: eperez@mysistersplaceny.org **Fax:** 914.965.7902

<i>For DVEP Use Only</i>		
Scheduling Notes:		
Presenter(s):	<input type="checkbox"/> Alison Berk <input type="checkbox"/> Glenis Hunter <input type="checkbox"/>	
Confirmation	<input type="checkbox"/> Mail <input type="checkbox"/> Email <input type="checkbox"/> Fax <input type="checkbox"/> In-person <input type="checkbox"/> None	Initial & Date notes:
Evaluation	<input type="checkbox"/> YES <input type="checkbox"/> NO	Initial & Date notes:
OFW Stats	<input type="checkbox"/> YES <input type="checkbox"/> NO	Initial & Date notes:
Thank you	<input type="checkbox"/> YES <input type="checkbox"/> NO	Initial & Date notes:

The Domestic Violence Education & Prevention (D.V.E.P.) Program offers the following presentation services to all Westchester County middle schools, high schools youth and parent organizations

Type	Setting	Audience	Duration	Length (mins/hrs)	Format	Equipment Needed	# of facilitators
Condensed	Classroom Or Organization	Youth Youth workers or Parents Max 40	1 day	35 mins minimum	Open Dialogue Presentation	Board & Writing Increment (chalk / dry-erase)	1 - 2
Two-day	Classroom Or Organization	Youth Youth workers or Parents Max 40	2 days	35 mins Minimum (per day)	Open Dialogue Presentation	Board Writing Increment (chalk / dry-erase) TV/VHS or TV/ DVD	1 - 2
Three-day	Classroom Or Organization	Youth Youth workers or Parents Max 40	3 days	35 mins Minimum (per day)	Activity-based Presentation	Board Writing Increment (chalk / dry-erase) TV/VHS or TV/ DVD	1 - 2
Assembly	School	Youth Max 120	1 day	1.5 minimum	Presentation & Q&A	PowerPoint Projector Microphones	3 - 4
Tabling	School Or Organization	Youth or Parents No Max	1 day	3 hour max	Informational	Table Chairs (2-3)	2 - 3
Group Discussion	School Or Organization	Youth Youth workers or Parents 30 Minimum 100 Max	1-3 visits	1.5 hour minimum	Presentation & Group discussion	Chairs	2 - 4
Informational	PTA School Or Organization	Youth Youth workers or Parents Max 40	1 day	30 minute minimum	Presentation & Q&A	None	1 - 2