

----- Original Appointment -----

**Subject:** Fwd: EPA Brownfields Grant Proposal Writing Strategies

**Organizer:** Michael.Prager@Wisconsin.gov

**Location:** Live Meeting

**Time:** Monday, September 10, 2012, 8:30:00 AM - 3:30:00 PM GMT -06:00 US/Canada Central

Thank you for registering for the EPA Brownfields Grant Proposal Writing Strategies session to be held on September 10, 2012. The main "in-person" location will be at the Fitchburg DNR Service Center. Below is some important information for participants not attending the Fitchburg session.

If more than one person from your organization is attending via Live Meeting, we encourage you to participate in the session together to facilitate discussion, especially during the small group exercise (see below).

Please print off presentation materials in advance if you would like hard copies during the session. All session materials can be found here: [http://www.engg.ksu.edu/CHSR/outreach/tab/workshops/2012BF\\_Madison\\_WI.html](http://www.engg.ksu.edu/CHSR/outreach/tab/workshops/2012BF_Madison_WI.html)

Small Group Session logistics for Live Meeting participants

The afternoon session (1:15-2:15) will consist of small group work reviewing the elements of a sample proposal. There will be no presentation during this time period. Please feel free to review the sample proposal on your own and join back into the Live Meeting for the group report outs. During this time, you may also use the chat feature of LiveMeeting to ask any questions you may have pertaining to the sample proposal.

The sample proposal and instructions to help guide your review can be found at [http://www.engg.ksu.edu/CHSR/outreach/tab/workshops/2012BF\\_Madison\\_WI.html](http://www.engg.ksu.edu/CHSR/outreach/tab/workshops/2012BF_Madison_WI.html) under "Documents for the Afternoon"

Note: The Spooner satellite location has been cancelled due to lack of registrants.

If you have any questions or need help connecting to this training program, contact me or Jenna Soyer at [jenna.soyer@wisconsin.gov](mailto:jenna.soyer@wisconsin.gov) or 608-267-0543

-+-----+-----+-----+-----+-----+-----+-----+-----+-----+-

Mike Prager has invited you to attend an online meeting using Microsoft® Office Live Meeting service.

[Join the meeting](#)

#### **AUDIO INFORMATION**

##### **Computer Audio**

To use computer audio, you need speakers and a microphone, or a headset.

##### **FIRST-TIME USERS**

To save time before the meeting, [check your system](#) to make sure it is ready to use Office Live Meeting.

##### **TROUBLESHOOTING**

Unable to join the meeting? Follow these steps:

1. Copy this address and paste into your web browser:  
[https://www.livemeeting.com/cc/widnr\\_secondary//join](https://www.livemeeting.com/cc/widnr_secondary//join)
2. Copy and paste the required information:  
Meeting ID: PCDZ9M  
Entry Code: H\$gc;56FW  
Location: [https://www.livemeeting.com/cc/widnr\\_secondary/](https://www.livemeeting.com/cc/widnr_secondary/)

If you still cannot enter the meeting, [contact support](#).

##### **NOTICE**

Office Live Meeting can be used to record meetings. By participating in this meeting, you agree that your communications may be monitored or recorded at any time during the meeting.