



ORCPI is seeking agencies to host ORCPI's no-cost, CLEET certified domestic violence, sexual assault trainings, stalking and human trafficking trainings. Here's how it works.

YOU WILL NEED TO AGREE TO DO THE FOLLOWING:

1. Assign someone from your organization to be the point of contact for your organization to work with ORCPI staff.
2. Arrange for a training location in your area where the class can be held (i.e. a community center, vo-tech center, church, or school auditorium,). The classroom should accommodate at least 25 people comfortably. (Tables and chairs are preferred.)
3. Commit to have a minimum of 15 people attend the training. This can be people within your department, from surrounding law enforcement agencies, service providers, medical and mental health providers, administration personnel and civilian staff. You may also want to invite your city representatives, faith community members, advocacy and citizen group members.
4. Provide refreshments on the day of training. Coffee and water are recommended; donuts, cookies, and other like snacks are always appreciated.

ORCPI WILL AGREE TO PROVIDE THE FOLLOWING:

1. ORCPI will arrange for the class instructor and will pay the instructor's fees and travel expenses.
2. ORCPI will provide all training materials and handouts.
3. ORCPI will advertise your class on the ORCPI and partner organization web pages, by email and by fax.
4. ORCPI will handle all enrollments and registration for class participants.
5. ORCPI will make certain the training is CLEET certified and will submit CLEET rosters to CLEET for attendees needing CLEET credit.

If you are interested in hosting an ORCPI training, complete the attached form and return to ORCPI.

1141 N. Robinson, Suite 200, Oklahoma City, OK 73103-4919
Telephone: 405-671-8742 FAX 405-671-8745 EMAIL info@orcpi.com
REQUEST TO HOST ORCPI TRAINING CLASS

Name of Agency: _____
Point of Contact: _____
Telephone #: _____ Cell #: _____
Fax #: _____
Email: _____
Physical Location of Class: _____ _____
Number of People the Training Location Will Accommodate: _____

Human Trafficking

Comments/Suggestions/Notes: _____

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