



WASHINGTON STATE NONPROFIT CONFERENCE

May 14-16, 2024

Request for Proposals – Virtual Workshop Presenters

RFP OVERVIEW

In 2024, we mark the 30th anniversary of the Washington State Nonprofit Conference, which brings together nonprofit leaders to learn, connect, and inspire action. Nonprofit Association of Washington (NAWA) manages the Conference with the support of many partners, advisors, and sponsors. We will come together through a unique experience of online and in-person learning opportunities.

- **Virtual Conference Days:** May 14-15 are full days of live virtual workshops, powerful keynote speakers, and much more! We created space on Thursday, May 16 for attendees to check out curated on-demand offerings and ask experts their questions through the Ask Me Anything feature. (Interested in learning more about the Ask Me Anything feature? Email membership@nonprofitwa.org for more details.)
- **Regional Celebrations:** In the following days, three in-person regional celebrations will occur in Eastern, Central, and Western Washington (dates and details coming soon).

As we celebrate the Conference's 30th anniversary, we will explore the theme "**The Next 30 Years.**" Looking at the next 30 years requires us to acknowledge the past, recognize the present, and envision the future. Where does the nonprofit sector need to dream and innovate? How do we uplift and support emerging leaders? What role will nonprofits play over the next 30 years?

The Conference serves both new and seasoned nonprofit leaders including staff, board members, and volunteers from across Washington State. The following values guide the Conference:

- **Stories from the field:** Learning from the lived experiences of nonprofit leaders across Washington State. We are committed to hearing from practitioners and providing more opportunities for attendees to learn from each other and problem-solve together.
- **Increasing equity:** Building commitment to and action for equity within our organizations and our communities.
- **Staying current:** Opportunities to engage with current events and strategies for leading in uncertain times.

We invite you to put forward the topic and approach you feel nonprofits most need to connect with today. We are particularly interested in hearing voices from across Washington. If you are a consultant, we encourage you to include the voices of nonprofit staff or other practitioners in your presentation.

Learning Tracks

The Conference will feature four distinct learning tracks for attendees to explore.

- **Moving Beyond Resilience** (Nonprofit Leadership): Nonprofit leaders work tirelessly to build resilient organizations that can navigate uncertain times. How can nonprofits summon the creativity to forge new pathways to social impact and organizational stability?
- **Building Collective Power** (Diversity, Equity, Inclusion, & Accessibility): We must work together to achieve justice. Building just and equitable communities requires moving away from the traditional, more isolated ways that service organizations attempt to solve problems. How do we deepen our understanding of systemic inequities, strategize together, and devise necessary solutions to achieve concrete change?
- **A Force for Growth, A Force for Good** (Fundraising & Development): Resource development is a constant challenge that organizations of every size face. In our quest for effective fundraising, how do we ensure the resources developed create a positive impact in the communities we serve?
- **Managing for Meaningful Service** (HR & Finance): Human resources and finance play a key role in an organization's outcomes. More than ever before, these essential functions face increased demands and constraints. From keeping on top of the newest regulations to attracting and retaining top talent, how do we approach with intentionality the functions that can serve as an engine to a thriving nonprofit?

Audience

Our attendees consist of nonprofit leaders (staff, board members, and volunteers), philanthropic leaders, firms providing resources to nonprofits, consultants, and practitioners.

We aim to provide workshops that support attendees who may be beginner, intermediate, or advanced in their learning needs. We offer a definition of each level to help with shaping your workshop proposal.

- **Beginner:** Participants will increase their understanding and be able to apply foundational practices.
- **Intermediate:** Participants will expand their toolbox of practices and deepen strategic insights at the individual and organizational levels.
- **Advanced:** Integrating their experiences and perspectives from all parts of life, participants will innovate their practices and move beyond traditional systems and approaches.

Accessibility

NAWA is working to make our learning spaces welcoming and inclusive to people of all abilities. Workshop presentations and materials should be developed with accessibility in mind. [Visit the Washington State Nonprofit Conference accessibility page](#) to learn about how we are making the Conference more accessible.

Important note

Presenters receive free registration to the Conference. The Conference is produced by a nonprofit organization, and our goal is to keep the cost as low as possible for our attendees. At this time, we are unable to provide stipends or cover other expenses associated with presenting at the Conference.

WORKSHOP SPECIFICS

Length: Up to 75-minute

Location: Zoom meeting rooms

Number: There may be up to six concurrent workshops at one time

Selection: A selection committee of nonprofit leaders from across Washington reviews proposals

We want interactive, informative, and memorable Conference workshops that lead attendees towards action, reflection, and deeper self-awareness in their nonprofit work. Workshops will be no longer than 75-minutes, and we ask that you think intentionally about how much time is needed based-on your content and desired presentation format. We invite you to submit proposals that will actively engage participants, deliver a solid message about key issues facing the sector, and provide clear learning outcomes.

Key Dates: Proposal Process

Proposal Process Opens	December 5, 2023
Proposal Process Closes	January 22, 2024 at 11:59 pm Pacific Time
Notification of Acceptance	February 13, 2024
Final Program Description	February 29, 2024

Key Dates: Accepted Proposals

Presenter Orientation	April 23, 2024 from 12 pm to 1:30 pm
Invitation to Train the Trainer Series*	March/April 2024
Individual Presentation Check-Ins	Week of April 29, 2024 (30-minute check-in)
Workshop Materials Uploaded to Whova**	No later than Wednesday, May 8, 2024

**All prospective presenters are welcome to register for NAWA's Train the Trainer series. Accepted presenters will receive a complimentary registration code for the Train the Trainer series.*

***To support accessibility and overall learning, presenters using presentation slides, handouts, and/or other materials throughout their workshop are expected to upload those items to the Conference platform, Whova. If you have questions or concerns, please email learning@nonprofitwa.org.*

Evaluation Criteria

Proposals will be evaluated according to the following criteria:

- A. Does the proposal include tactical and relevant information to a nonprofit audience in the presentation length identified?
- B. Are there ample opportunities for discussion and interactivity among participants? Are there appropriate digital tools or online platform features planned to support interactivity?
- C. Is the presenter knowledgeable in the topic area?
- D. Does the workshop represent a diverse experience, point of view, and/or create space for perspectives and learnings from underrepresented communities?
- E. Will the presentation deliver tangible learning takeaways for participants?
- F. Does the presenter avoid self-promotion or selling of products?

How to Submit a Proposal

Follow the proposal form link: <https://www.tfaforms.com/5095201>

Do you have more than one workshop proposal idea? If yes, please submit a separate form for each workshop proposal. Do not forget to submit your proposal(s) by Monday, January 22, 2024 at 11:59 pm Pacific Time!

LEARN MORE

NAWA created [this recorded video](#) for people interested in submitting workshop proposals and getting involved at the Conference. In this 15-minute video, NAWA staff members describe ways you and your organization can get involved at the Conference. You will learn more about the proposal process along with other opportunities for learning and connection with attendees. Contact learning@nonprofitwa.org with follow up questions.