VIRTUAL CONFERENCE – MAY 18 – 20, 2022

REQUESTS FOR PROPOSALS – WORKSHOP PRESENTERS

RFP OVERVIEW

The Washington State Nonprofit Conference strengthens the nonprofit sector in Washington by bringing together nonprofit leaders to learn, connect, inspire, and be inspired. Washington Nonprofits manages the Conference with the support of many partners, advisors, and sponsors. We are thrilled to offer virtual experiences and learning opportunities across May 18, 19, and 20, 2022.

At the 2022 Washington State Nonprofit Conference, we will explore the theme "Discovering a New Way." The COVID-19 pandemic continues to push us to discover new ways of being and new ways of serving our communities. The pandemic's path remains uncertain. As nonprofit leaders, we should look ahead with openness to change as well as support and encouragement of each other to try new things.

We seek to present a conference that serves both new and seasoned nonprofit leaders. The Conference is guided by the following values:

- **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 to you include the voices of nonprofit staff or other practitioners in your presentation.

LEARNING TRACKS

This year's Conference will feature four distinct learning tracks for attendees to explore.

- **Moving Beyond Resilience** (Nonprofit Leadership)**:** Nonprofit leaders worked tirelessly to make it to the other side of COVID by building resilient organizations. As we face the other side of this unprecedented

time, leaders are exploring what exists beyond the pandemic. How can nonprofits summon the creativity to pioneer new pathways to social impact?

- **Building Collective Power** (Diversity, Equity, Inclusion, & Accessibility)**:** We must work together to achieve justice. Building just and equitable communities is not niche work, rather it requires entire communities to move away from the traditional, more isolated ways that service organizations attempt to solve problems. How do we deepen our understanding around 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 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 consists of nonprofit leaders and staff, philanthropic leaders, firms providing resources to nonprofits, consultants, and practitioners. We anticipate nearly 1,000 people this year from across Washington.

ACCESSIBILITY

Washington Nonprofits 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. Washington Nonprofits will host a *Train the Trainer* learning event focused on accessibility this Spring as well as a 30-minute mini-training just for Conference presenters as part of the orientation process.

Learn more about how we are making the Washington State Nonprofit Conference more accessible: https://wastatenonprofitconference.org/accessibility/

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 five 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 discovery of new ways 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. If you can craft a workshop that will actively engage participants, deliver a solid message about a key issue facing the sector, and send attendees away with several identifiable lessons learned, we invite you to submit your proposal!

KEY DATES: PROPOSAL PROCESS

Proposal Process Opens	December 1, 2021
Proposal Process Closes	January 23, 2022 at 11:59 pm Pacific Time
Notification of Acceptance	February 11, 2022
Final Program Description	February 23, 2022

KEY DATES: ACCEPTED PROPOSALS

Presenter Orientation	April 20, 2022 from 12 pm to 1:30 pm
Invitation to *Train the Trainer Series*	One 90-minute session in March, April, & May 2022
Individual Presentation Check-Ins	Week of April 25, 2022 (30-minute check-in)
Workshop Materials Uploaded to Whova**	No later than Friday, May 13, 2022

All prospective presenters are welcome to register for Washington Nonprofits Train the Trainer series.

**To support with accessibility and overall learning, presenters using presentation slides, handouts, and/or other materials throughout their workshop are expected upload those items to the Conference platform, Whova. If you have questions or concerns, please email learning@washingtonnonprofits.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 to participants?
F. Does the presenter avoid self-promotion or selling of products?

HOW TO SUBMIT

Follow the proposal form link: https://www.tfaforms.com/4947924

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 Sunday, January 23, 2022 at 11:59 pm Pacific Time!

LEARN MORE

Washington Nonprofits is hosting a webinar on **Wednesday, December 15, 2021 at 1 pm** for people interested in submitting workshop proposals and getting involved at the Conference. In this 45-minute webinar, Washington Nonprofits staff members will 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. The webinar will be recorded. Even if you are unable to join us on December 15th, register for the webinar and receive the recording afterwards.