

**2020 Collaborative**

**Conference**

**REQUEST FOR WORKSHOP PROPOSALS**

Thank you for your interest in submitting a workshop proposal for the 2020 Collaborative Conference, presented in partnership by Alliance for Nonprofit Resources (ANR), the Greater Pittsburgh Nonprofit Partnership (GPNP), the PA Association of Nonprofit Organizations (PANO), and Villanova University. Workshops will be 75 minutes long. **Deadline for submission is 5:00 PM on Friday, August 14, 2020. Our conference RFP committee will review your proposal and will notify you the week of August 24, 2020, whether yours has been selected.**

**About the 2020 Virtual Collaborative Conference**

**When:** M, W, Th, Weeks of October 19 & 26 ● **Where:** Your Computer! ● **More:** [**www.pano.org/annual-conference/**](http://www.pano.org/annual-conference/)

The Collaborative Conference: where Pennsylvania’s nonprofit professionals go each year to connect, network, learn from each other, learn from experts, and together leverage our collective power to create change – within ourselves, our organizations, our sector, and our communities. With a move to an all-virtual format this year, we may not be “going” very far physically but the possibilities for where we’ll take each other are endless.

Come along with us for ***Reimagining Together***, an online experience where norms will be questioned, innovative approaches explored, exciting ideas shared, and teamwork celebrated. Fun will also be had. Must be willing to get creative, try new things, be bold, practice vulnerability, and maybe even let go of some traditional frameworks. COVID-19 took the first step for many of us, shaking up our everyday realities and leaving us to reinvent new ones (sometimes daily!). Protests against police brutality and systemic racial inequality followed, along with a long overdue national reckoning on how to overcome racism in our society. And while the uncertainty of it all has been trying, to say the least, it’s also given us the gift of a “pause”, allowing us to experiment with new ways of living, working, collaborating, even *being*. Let’s step into this moment. Redefine ourselves, rewrite our stories, recreate our futures. Let’s reimagine the possibilities for all of us…together.

 The following workshop tracks will help to provide a framework for our collective reimagining:

1. **Advocacy, *Reimagined*** – Contrary to popular belief, nonprofits can and *should* engage in advocacy efforts (electioneering, however, is prohibited). And never is it more critical for nonprofits to use our individual and collective voices than during times of turmoil, upheaval, and uncertainty. Let’s think differently about how we show up and speak up for ourselves, our organizations, our clients, our communities, and our sector!
2. **Communications, *Reimagined*** – The communications strategies we so carefully designed for 2020 soon felt irrelevant, tone deaf, even obsolete the further we got into the year. Which left many of us to adapt the how, who, what, and where of our communications with every changing circumstance, especially as we consider how to lift up the voices of those who have been silenced by centuries of oppression. Let’s carry that creativity forward for new approaches to messaging, storytelling, social media strategy, and more – approaches that center racial equity and raise visibility for BIPOC (Black, Indigenous, and People of Color).
3. **Finance & Strategy, *Reimagined*** - When the pandemic hit, our meticulously planned budgets went out the window, along with our overall strategy. What have our efforts to “course correct” taught us about the processes, assumptions, policies, and structures we had in place? Where might we go from here in terms of how we plan, how we operate, or even *where* we operate?
4. **Leadership, *Reimagined*** – Have the last few months inspired you to rethink how you lead? From front-line staff, volunteers, and interns, to middle managers, senior execs, and boards, many of us have stepped up for our organizations, our missions, and our communities in new and innovative ways. As civil unrest spread across the nation, many in the nonprofit sector have finally made space for much-needed introspection and vital conversations around race and equity in all levels of leadership. How are we moving from dialogue to action? How are we redefining what it means to be a leader at all levels? How can we continue to refresh our leadership styles and practices for long-term success?
5. **People Power, *Reimagined*** – When the pandemic put physical distance between us, it became more important than ever to find better ways to work together, both within our organizations and with other organizations, too. We’ve had to think fast and creatively about how we define our teams, how we build our teams, how we take care of our teams, and how we leverage the power of those people - especially when it comes to including diverse voices. How can we continue to keep people at the center of our missions?
6. **Resource Development, *Reimagined*** – Are galas a thing of the past? Only time will tell. What we do know now is that many of us have successfully redesigned how we gather, how we fundraise, and how we bring in other, much-needed resources. Let’s keep up this visionary momentum for supporting our organizations, both now and well into the future.

**The following pages detail what each proposal should include. You may submit online at** [**www.pano.org/2020-conference-workshop-rfp/**](http://www.pano.org/2020-conference-workshop-rfp/) **or directly to the contact listed below.**

**Three-Part Framework for Workshop Presentations**

Each year, presenters are encouraged to use this Three-Part Framework to plan and implement your **75-minute session**, for the purposes of consistency and connecting to the conference theme.

* **Why?** To build trust, connections, and relationships between and among conference participants, presenters, and sponsors around the theme of *Reimagining Together.*

***Over the years, we’ve learned that:***

* *Participants gained more from the conference because we built in intentional times for people to learn from and get to know each other—as opposed to simply listening to presenters.*
* *Asking the right questions can help participants start from positions of strength (what is possible) rather than from positions of weakness (what is wrong). We also found that this greatly increase the energy level in the room.*
* *Looking for common threads and common vision between and within sessions helped to build relationships and trust between participants.*
* *Learning was spurred by promoting a climate of cultural responsiveness.*
* ***Having workshops follow a similar structure assisted in making all of this possible.***
1. **PART ONE: Opening Question (First 5-7 Minutes)**

Please open your session by having participants introduce themselves in small groups and ask each other a question, appropriate for your session. Here are a few examples of what we have in mind:

* What is something you and/or your organization tried because of COVID that you continued doing after seeing positive results? E.g., working from home, walking at lunchtime, etc.
* When you think about your organization (or the nonprofit sector as a whole), what does “good” look like? What will it take to get there?
* If you could change one thing about your organization (or the nonprofit sector as a whole), what would it be and why? What will it take to make that change?
* Imagine a flourishing community. What does that look like and feel like?
* Talk about a successful team you’ve been part of. What made your team so successful?
* Think about a time when you were excited to be part of something. What made that experience meaningful to you?
* Tell me about a time that you had to overcome a barrier; what did you do to move forward?
* Talk about a time when you’ve pushed yourself outside of your comfort zone. What was that like and how did you get through that experience?
* Talk about a time you’ve done something outside of the “mainstream” – voiced an unpopular opinion, challenged your boss, made an unconventional choice. What did it feel like to “take the road less traveled” and what did you learn from this experience?

***Any question asked should start from a position of strength rather than a position of need.***

* **Why?** Because…
* We want to build intentional times for attendees to develop relationships with each other.
* We want to tie the topic of your session to an experience in which participants have had to try something new and different, perhaps outside their comfort zone.
* We want to help participants ask questions that will start conversations from a position of strength so that their energy is focused on what is possible rather than what is wrong.
* Energy increases in the (virtual) room when participants engage in these conversations.
1. **PART TWO: Session Content (60-65 Minutes)**

Please ensure that workshop CONTENT answers the following questions:

* ***What do participants already have that they can build on?***

Oftentimes, we are primed to start from a position of not having enough resources, a position of scarcity. The challenge to you is to start by helping participants identify what they already know and/or what they already have that they can build on.

* **What are the *resources and knowledge* that participants are gaining from this workshop that will help them increase their own or their organization’s *impact in their community*?**

**Examples:**

* If you are talking about an organization’s board, the board itself is a group of people that help to enhance their organization’s role in the community.
* If you are talking about a communication plan, the messaging used in that plan may help to increase visibility, which could in turn bring in more financial resources.
* If you are talking about collaboration, the relationships that are developed within that collaborative can be used to leverage additional contacts and supports—particularly if ALL organizations are working together to meet a common vision or goal.
1. **PART THREE: Ending the Session (5-7 Minutes)**

Reflecting on what has been learned.

* Please allow time for participants to share aloud any “***Aha moments”*** they may have had in the session. Another way to ask about this: What is standing out to you right now?
* Please encourage participants to complete the electronic Evaluation & Reflection Sheet.

**Preparing & Submitting Your Proposal**

1. **STEP ONE: Workshop**

First, please share the following information about your **workshop** *(\*note: all workshops must fit within a 75-minute window and should roughly follow the suggested three-part format shared above)*:

1. **Workshop Title**
2. **Workshop Track** – Please select which of the tracks above you feel your presentation will best fit.  You may select more than one if you feel it is appropriate.
3. **Workshop Description** – Please ensure that this description addresses in some way the overall theme of *Reimagining Together* (in 200 words or less, please).
4. **Learning Goals/Objectives** – You may list in bullet point or paragraph form (200-word limit).
5. **Target Audience** – Experience level, professional category (e.g., board members, leadership, young professionals, front line staff, admin staff, etc.).
6. **Audience Size** – Please select your preferred audience size. We will do our best to accommodate your preference:
	1. No preference
	2. Small – up to 15 individuals
	3. Medium – up to 30 individuals
	4. Large – up to 50 individuals
	5. Super Size Me – 50+ individuals
7. **Brief Outline of Learning Formats** – May include lecture, discussion, panel, case study, experiential activity, etc. Please ensure opportunities for participant engagement.
8. **Materials** – Please list all materials you plan to use, including PowerPoint, video/audio clips, handouts, etc., and share copies of anything you may already have prepared.
9. **If you are not selected to present a full workshop, are you interested in serving as a panelist for a panel discussion**? □ Yes □ No
10. **Availability** – Please select all presentation date(s)/time(s) you are available for:

□ No Preference/Any

Monday, October 19 Wednesday, October 21 Thursday, October 22

 □ 10:15-11:30 AM □ 9-10:15 AM □ 12:45-2 PM

 □ 11:45 AM-1 PM □ 10:45 AM-12 PM □ 2:15-3:30 PM

Monday, October 26 Wednesday, October 28 Thursday, October 29

 □ 9-10:15 AM □ 10:15-11:30 AM □ 12-1:15 PM

 □ 10:45 AM-12 PM □ 11:45 AM-1 PM □ 1:30-2:45 PM

1. **STEP TWO: Presenter(s)**

Second, please provide the following information about the presenter(s). An asterisk denotes a required field:

1. **\*Name(s)** – Please include phonetic spelling so that we can pronounce all names correctly!
2. **Preferred Pronouns** (He/His; She/Hers; They/Theirs)
3. **\*Phone Number and Email Address** (for each presenter, if more than one)
4. **\*Job Title(s)**
5. **\*Organization(s) or Affiliation(s)**
6. **Website(s)** (if applicable)
7. **Social Media Handles** (if applicable)
8. **\*Brief Bio(s)** – Written in the third person (100-word limit).
9. **\*Photo(s)** – Whether a traditional head shot or not, please ensure photo is of the speaker by him/herself.
10. **\*How did you learn about this opportunity**?
	1. Alliance for Nonprofit Resources (ANR)
	2. Greater Pittsburgh Nonprofit Partnership (GPNP)
	3. PA Association of Nonprofit Organizations (PANO)
	4. Villanova University
	5. Other company, organization, or individual – please list: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
11. **\*References** – Please provide one or more of the following:
	1. The name, email address, phone number, and the relationship to the presenter of someone who can speak to the presenter’s ability.
	2. Testimonials from previous presentations.
	3. Video or audio recording of presenter(s) in action at another speaking engagement.
	4. Upcoming opportunities for conference team to experience the presenter in action.
12. **Other Notes/Comments** – Please share anything else you feel we should know.
13. **STEP THREE: Submission**

If you are not submitting electronically at [**www.pano.org/2020-conference-workshop-rfp/**](http://www.pano.org/2020-conference-workshop-rfp/), please email this completed form to Christina Spadaro at christina@pano.org (717-839-6560).