



*A Conference on Breaking Barriers, Building Bridges*

## REQUEST FOR PROPOSALS QUESTIONS AND ANSWERS

**What is the goal of the interest sessions?** There will be four conference tracks. The interest sessions in each track will provide opportunities for conference attendees to discover collaborative and innovative approaches, best practices, cutting edge research, and/or success stories. The tracks address: attracting and incorporating a diverse workforce, creating united communities that welcome all residents, embracing a healthy climate for youth in our schools and neighborhoods, and promoting health equity initiatives across Wisconsin.

**Who will attend the conference?** The conference will bring together citizens and organizations from multiple sectors across Wisconsin to build communities of equity and opportunity. We expect a diverse attendance including but not limited to representatives from birth-K-12, higher education, academia, business and industry, state and local workforce development, youth programs, health professions, vocational rehabilitation, chambers of commerce, non-profit organizations, government, community and neighborhood associations, and faith-based groups.

**What days will there be interest sessions?**

The conference is October 12-13, 2021 and each day will have interest sessions.

**How many sessions will be offered during one time block?**

There will be up to 12 interest sessions held during an hour block of time.

**How many sessions are needed?** There will be up to 60 interest sessions held throughout the conference.

**How long is the interest session?** Sixty minutes has been allocated for each interest session.

**What is the cost to the presenter to attend the conference?**

All presenters are required to pay the registration fee. For presenters the cost is \$100. If there is a financial hardship to pay the registration fee, attendees and presenters can apply for a scholarship.

**Will the presenter be paid or reimbursed for their expenses?** Interest session presenters will not be paid a stipend or honorarium. Their travel expenses will not be covered.

**What is the deadline to submit a Request for Proposal?** The deadline to submit a proposal is May 15, 2021.

**How will presentations be determined?** There are four Track committees. Each Track committee will be responsible for selecting the proposals based on some selection criteria which includes: Proposals should be timely, carefully considered and prepared, interactive, and provide resources, takeaways, and action points. Reviewers will consider the following criteria when evaluating proposals:

- Relevance: The proposed session should address one of the Track session topics.

- Approach: The following should be clear: the session description and objectives; how the session adds value to the conference and serves attendees; who the target audience is; what modes of facilitation the presenters will use; and what takeaways participants can expect.
- Creativity and innovation: The session should bring to bear a new lens or perspective on its topic by presenting original research, applying personal or theoretical knowledge, and/or demonstrating new models or evidence-based practices.
- Impact: The session should lend itself to professional or personal application. It should be designed to encourage attendees to contemplate follow-up, continued exploration, and action planning on various levels.

**What are some examples of presentations from the conference?** Presentations can be done as a single presenter, panel, workshop, or discussion format. Topics will vary based upon the Track. Presenters are encouraged to present hot topics, best practices, examples of overcoming barriers, and/or data around diversity, inclusion, access, and equity that is relevant to the Track that is selected.

**How many people are expected for each session?** The interest session rooms will hold up to 40-50 people, however, attendance at each interest session will vary depending upon the topic and interest of the attendees.

**Are presentation materials required for each session?** The conference will use Whova which is an online app where your presentation can be uploaded and any other resource materials you would like to have available for the attendees. Handouts that the presenter would have available will need to be provided by the presenter.

**When will I be notified if my proposal is selected?** It is anticipated you will hear by mid-June if your session was selected.