



2020 Ready by 21 National Meeting RFP

2020 Ready by 21 National Meeting Workshop Request for Proposals

**Submission Deadline: Friday, November 1, 2019**

**Every year, the Ready by 21 National Meeting brings together hundreds of leaders from around the country who are working to get all young people ready by 21 – for college, work and life. These leaders have dedicated themselves to improving the odds for children and youth through collective impact initiatives, policy alignment and program quality improvement. Be a part of this unique opportunity to connect with 650+ leaders who are working to improve outcomes for young people in communities and states across the country.**

**The 2020 National Meeting will be held April 15-17 in Louisville, Kentucky.**

**Approximately 45 Workshops will be offered during one of four 75-minute periods on April 16 and 17. In addition, approximately 25 applicants will be selected to kick off shorter, 25-minute roundtable discussions with short presentations.**

**Because of the growing number of applicants for workshops, we encourage you to consider both formats.**

**Applicants will receive preliminary notification of their standing by early January. Because of our desire to offer participants a balanced set of workshops, applicants may be asked if they are willing to modify presentation formats or speak to specific questions (e.g., say more about their findings or tools).**

**For examples and ideas of successful submissions, please explore the [2019 Ready by 21 National Meeting agenda here](#).**



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\* 1. Title of Proposed Workshop:

Your title should reflect your learning objectives. Using questions and action verbs are a plus.

Examples:

One Size Does Not Fit All: Operational and Cultural Considerations for Scaling a System of Quality

Making Fiscal Mapping Work in Today's Budget Environment

Prepare Youth to Thrive! Curriculum Features that Support SEL Skills

Promoting Equity and Inclusion for LGBTQ Youth and Young Adults

\* 2. Each year, our National Meeting is built around the Forum's big themes. Which of these would your workshop primarily and secondarily address? Please visit our [guidance page](#) on these themes.

	Primary	Secondary
<b>Ensure Readiness</b> for college, work and life, by building competencies, abilities and mindsets.	<input type="radio"/>	<input type="radio"/>
<b>Promote Equity</b> for all young people, especially closing gaps for populations often facing great challenges (e.g., boys & young men of color, opportunity youth, youth in foster care, pregnant & parenting youth) and creating equitable learning environments for all.	<input type="radio"/>	<input type="radio"/>
<b>Increase Shared Commitment</b> to changing the odds for young people through common goals, strategies and measures within and across systems & sectors.	<input type="radio"/>	<input type="radio"/>
<b>Improve Program and Practice Quality</b> and effectiveness in ways that spark management & staff engagement and support better outcomes for young people.	<input type="radio"/>	<input type="radio"/>

**\* 3. Audience:** Which of the following is your workshop more relevant to?

- Direct service providers (e.g., program staff, supervisors, site administrators)
- System leaders (e.g., system administrators and coordinators, intermediaries, network leaders)
- Partnership members and leaders (e.g., cradle to career partnerships, city-wide collaboratives, issue-based coalitions)
- Policy and Resource influences (e.g., funders, elected and appointed officials, advocates, public system directors, policy researchers, evaluators)

**4. Strategies:** Which, if any, of the following strategies would participants learn more about? (Choose as many as apply.)

- Measuring & managing performance, evaluating impact
- Engaging and/or connecting stakeholders, especially those often overlooked or hard to reach (e.g., young people, parents, business leaders, public systems)
- Aligning resources, policies, initiatives and strategies within and across systems & sectors
- Building skills for convening, planning and implementing shared/collective impact efforts
- Making the case: messaging, communicating research and data, designing outreach campaigns

**5. Learning Objectives:** Complete this sentence: As a result of participating in this session, attendees will:

Things to consider:

What question are you helping them answer? (Why ... How... When... What if...).

What type info are you conveying (introductory overview, your latest research, case example(s), demonstration of tool or approach applications)? How?

What will participants take away that they can use?

Learning Objective 1	<input type="text"/>
Learning Objective 2	<input type="text"/>
Learning Objective 3	<input type="text"/>

\* 6. Provide a concise workshop description. This description is your opportunity to tell attendees what they can expect to hear/learn and entice them to attend.

Your description should be limited to 300 words. Consider the relevance of your workshop to the meeting participants and to the area of emphasis you selected.

We encourage you to visit the [agenda from the 2019 Ready by 21 National Meeting](#) for examples of the length and tone for descriptions of successful workshops.

\* 7. Based upon your workshop proposal, which presentation format best fits? (Choose only one.)

NOTE: We are committed to offering a variety of learning sessions that reflect the principles of effective adult learning.

- Moderated Panel:** This format includes a panel of no more than 1 moderator and 2 panelists discussing a specific topic. At least 30 mins. should be set aside for discussion and Q&A.
- Demo/Skills-Building:** Designed to show people how to do something. This may involve visual aids or working documents to ensure comprehension and effectiveness of the instructions. Participants have an opportunity to apply or practice using key ideas, tools, etc., and to interact.
- Facilitated Discussion:** short, specific presentation that tees up Q and A and open discussion, often backed up with written material that can be shared or accessed later.
- Other (note: we are very interested in offering alternative session formats). Please describe:

8. Would you be interesting in hosting a peer roundtable? These Peer Exchange Roundtables consist of two 30-minute rounds rather than a 75-minute full session. The discussion hosts take the first 5-10 minutes to share their thoughts and experiences about the topic in general (e.g., effective practices, common challenges, good resources, etc.). The focus of the peer roundtables is to get people talking and sharing, with the goal of learning from each other.

Would you be interested in hosting a peer roundtable?

- Yes
- No

\* 9. Previous years' participants have suggested a diversified level of content. Please pick the level that would best describe your workshop. (Choose only one.)

- Introductory:** suitable for first time attendees or those new to the content; does not require previous experience or in-depth knowledge.
- Intermediate:** mid-level content, for those somewhat familiar with the subject area.
- Advanced:** high-level content designed for seasoned practitioners or those very familiar with the subject area.



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Applicant Details

\* 10. Applicant Information

First & Last Name

Title

Organization

Address

City

State

Email

Telephone

Website

11. I am a client of or affiliated with (indicate all that apply, if any):

- The Forum for Youth Investment
- Ready by 21/Big Picture Approach Training and Consulting
- Weikart Center for Youth Program Quality
- Children's Cabinet Networks
- Opportunity Youth Network
- Opportunity Nation

12. I have attended previous Ready by 21 National Meetings: (indicate all that apply, if any)

- 2012 (Nashville)
- 2013 (Atlanta)
- 2014 (Northern Kentucky)
- 2015 (New Orleans)
- 2016 (Baltimore)
- 2017 (Austin)
- 2018 (Palm Beach County)
- 2019 (Seattle)

\* 13. Will the applicant also be a presenter in the proposed workshop?

- Yes
- No



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Additional Presenter Details

**Please fill out contact information for any additional workshop presenters. If you (the applicant) are presenting, you do not need to list your information again below. Please keep in mind that the total cap for presenters and moderators per session is three (including yourself, if presenting).**

14. Presenter 1 Details

First & Last Name

Organization

City

State

Title

Email

15. Presenter 2 Details

First & Last Name

Organization

City

State

Title

Email



16. Presenter 3 Details

First & Last Name

Organization

City

State

Title

Email



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Workshop/Presenter Guidelines

**Before submitting your proposal, you must agree to the following guidelines.**

**Please read carefully and initial each box indicating that you understand and agree to these guidelines.**

17. All workshops are noncommercial and not promotional opportunities. Presenter(s) will not solicit any business or promote products or services during their session.

18. Presenters must be available to be scheduled on either day of the National Meeting. We are unable to guarantee specific requests for workshop time slots.

19. I agree to submit ALL requested materials by their deadlines.

20. All handouts and materials will be provided by the presenter(s) for the estimated number of participants. The Forum for Youth Investment will NOT provide materials.

21. I agree to be responsive to all requests and communications from the conference organizers.

22. Every workshop room will have a projector, screen, power strip, wireless internet, flip chart and markers. Presenters must supply their own laptops, cd/dvd players, speakers and hard-wired internet. The Forum for Youth Investment will NOT cover the charges for any additional audio-visual equipment.

23. All presenters must register for the National Meeting and pay the respective rate. If presenters are not registered, they will be required to register on-site and pay the on-site rate.

NOTE: Approved workshop presenters will receive a discount code to save \$75 on their registration fees in appreciation for their contribution to the National Meeting.

24. Travel, lodging, materials and other conference-related costs will be covered by each individual presenter(s).

25. If selected, the main applicant is responsible for confirming all aspects of their co-presenters' participation.