

# 2020 MONTANA NONPROFIT ASSOCIATION CONFERENCE

## Request for Session Proposals

September 22-25 | Virtual Conference

Montana Nonprofit Association (MNA) invites your proposal for our 2020 Annual Conference. This year's conference will be held online, through Zoom and other online platforms. Presenters will have training on technology and online presentation skills, as well as the option to present materials live, pre-recorded, or in other formats as we can accommodate. The deadline for submitting your proposal is midnight on **Sunday, June 21<sup>st</sup>, 2020**. You may submit proposals [HERE](#) for breakout sessions. If you are interested in submitting ideas for deeper dives or keynote addresses, please email [srogala@mtnonprofit.org](mailto:srogala@mtnonprofit.org) directly.

MNA is a recognized leader for and voice of the nonprofit sector in Montana. The annual MNA Conference has a reputation for top-notch speakers presenting timely, practical, and relevant information to the nonprofit sector. Seize your opportunity to present at Montana's premier nonprofit conference!

### As a Conference presenter, you will:

- Receive a complimentary virtual conference registration (please contact MNA if more than one presenter will be teaching your session for conference pricing options).
- Meet, network, and share your expertise with nonprofit professionals who want to learn about your topic.
- Have your name and business affiliation published in conference materials and on MNA's conference website.

**Conference dates and location:** Tuesday - Friday, September 22<sup>nd</sup> – 25<sup>th</sup>, 2020 conducted virtually. Deep Dive Sessions will continue after the conference, in a series of additional webinar workshops or other cohort work. Concurrent Breakout Sessions will take place Wednesday, September 23<sup>rd</sup> – Friday, September 25<sup>th</sup>.

**Session Length:** Concurrent sessions are generally 90 minutes. Given the nature of a virtual conference, we will accept proposals for other lengths of time.

**Submission Deadline:** Sunday, June 21<sup>st</sup>. We will notify you about the status of your proposed topic by July 6<sup>th</sup>, 2020. Online conference registration will open August 3<sup>rd</sup>.

## Conference Theme:

### Resolve.

To find a solution, to subside or heal, to decide on a course of action, to see more clearly. A firm determination to act.

This year we honor the grit, grace, and potential of the nonprofit community in Montana. Through a dynamic platform, opportunities to connect and network, and physical reminders of our ties to each other, MNA's 2020 Annual Conference will be an exciting new adventure.

We will bring nationally renowned speakers and leaders to our audience, while highlighting the local talent that continues to lead our communities. Through keynotes, breakout sessions, networking opportunities, and watch parties, our participants will have access to an incredible lineup of speakers and a rich network of their peers.

**Conference Description and Participants (your target audience):** The MNA Annual Conference is the largest nonprofit gathering in the region. More than 400 nonprofit executives, employees, and board members will come together virtually to learn, network, and explore innovative and creative work solutions. Organizations represented vary in size, geographic region, and subsector mission; attendees serve various roles within their respective organizations – management, communications, fund development, program, finance, human resources, etc. The conference will also include representatives from foundations, businesses, and consultants who work with Montana nonprofits.

**Session Proposals:** This year we are seeking proposals that can be delivered effectively in an online format, address current top of mind issues as nonprofits continue to navigate COVID-19, or provide guidance on nonprofit management and leadership fundamentals. The conference will include sessions presenting nonprofit fundamentals for first time attendees, as well as higher level sessions for more advanced participants.

### We're looking for proposals for sessions that address:

- Innovation, collaboration, and changes
- Strategy and response to COVID-19
- Multi-Generational Leadership
- Sessions for an advanced audience or veteran conference attendees
- Sessions for nonprofit board members
- Board development and governance
- Planning
- Volunteer management
- Leadership
- Fundraising and development
- Financial management
- Human resources
- Marketing, communications, social media
- Technology
- Public policy and civic engagement
- Skill building
- Program delivery
- Personal development
- Work/Life Balance, Wellbeing
- Evaluation

### Questions we will consider as we review proposals:

- In what way is the topic broadly relevant to the nonprofit sector? What makes it interesting to the nonprofit staff, board members, and volunteers who attend the Conference?
- What unique perspective or expertise will this topic and presenter(s) provide?

- How will the topic fit into the Conference topic areas?
- Is the topic's focus clear and well-defined so that expectations of attendees are met?
- Will attendees feel that they learned solid, real-world information that they can use in their own organizations right away?
- How will the presenter(s) make the session engaging and interactive?
- What references have the presenter(s) provided indicating that they are knowledgeable and engaging speakers?
- What handouts, materials, and resources will be provided to augment the session?

**Please submit your session proposal online:**

**<https://bit.ly/2020rfpmna>**

**Additional Submission Information on the Next Page**

#### **QUESTIONS?**

If you have any questions about Montana Nonprofit Association's 2020 Conference or this Request for Session Proposals, please contact Shelby Rogala at [srogala@mtnonprofit.org](mailto:srogala@mtnonprofit.org)

*Thank You!*

Shelby Rogala

Professional and Organizational Development Director

# REQUEST FOR SESSION PROPOSALS – SUBMISSION INFORMATION

Please submit your session proposals online here- <https://bit.ly/2020rfpmna>

The deadline for submitting your proposal is midnight on Sunday, June 21st. We will notify you about the status of your proposed topic by July 6<sup>th</sup>, 2020. If you have any questions about the 2020 MNA Conference or this Request for Proposal, please contact Shelby at [srogala@mtnonprofit.org](mailto:srogala@mtnonprofit.org) or 406-449-3717.

*It's recommended that you complete your answers in another document before submitting through the online form. You may submit more one proposal. If you are interested in submitting a proposal for a keynote or deep dive session, please contact [srogala@mtnonprofit.org](mailto:srogala@mtnonprofit.org)*

## Information to prepare prior to submission:

### Presenter Information

1. Presenter(s) contact information, you will be able to enter up to three presenters.
2. A brief bio for each presenter, please limit your biographical information to 100 words or less. This will be used in conference materials.

### Session Information

3. Proposed session title.
4. Have you presented this session or topic previously? If yes, when and where?
5. What length of time is this session?
  - 30 Minutes
  - 60 Minutes
  - 90 Minutes
  - Other
6. Which of the below best describe your method of instruction for this session?
  - Lecture
  - Workshop
  - Activity
  - Demonstration
  - Discussion
  - Other
7. Which guiding principle for nonprofit excellence does this session most relate to?
  - Governance and Leadership
  - Planning
  - Human Resources
  - Financial Management
  - Accountability and Transparency
  - Fundraising
  - Advocacy and Public Policy
  - Communications

- Information and Technology
- Strategic Alliances
- Evaluation

8. Brief Session Description, please provide a brief summary description of 150 or less words for conference materials
9. Three learning objectives. Participants will explore/master/understand/practice the following:
10. Please share your presentation outline.

**Target Audience**

11. Nonprofit role/staff who would most benefit from this session

- Executive Director
- Board Members
- Development
- Communications
- Management
- Program Staff
- Human Resources
- Financial Management
- Other \_\_\_\_\_

12. Experience Level of Audience

- 101
- 201
- 301

**Experience, Philosophy and References**

13. What is your philosophy about adult learning styles, and how do you incorporate this philosophy in your presentations(s)?
14. Please provide two references who can speak to your group training/presentation style and proficiency.
15. Anything else you'd like us to know?

