



## WHO WE ARE

Philanthropy is a Minnesota priority. Minnesota Council on Foundations connects our state's vibrant philanthropic communities. We connect grantmakers and nurture relationships, share information on best practices in grantmaking, and advocate with a collective voice; all to deepen our impact in Minnesota, and create a more prosperous and equitable future.

*MCF is a vibrant philanthropic community collectively advancing prosperity and equity.*



## CONFERENCE INFORMATION & THEME

MCF cordially invites you to submit a workshop proposal to present at our 50<sup>th</sup> Anniversary Annual Conference:

***Illuminating Philanthropy: Celebrating 50 years of Minnesota's vibrant philanthropic community.***

This conference brings together philanthropic professionals and sector advocates for two days of sharing, learning, and connecting.

**Date:** Thursday, February 13 – Friday, February 14, 2020  
**Location:** McNamara Alumni Center in Minneapolis  
(200 SE Oak Street, Minneapolis 55455)



## PURPOSE

We are seeking current MCF members, representing diverse backgrounds, roles, responsibilities, and experiences as lead presenters of conference breakout (workshop) sessions. We recognize that MCF members have the expertise and innovative spirit to assertively propel our sector forward. MCF values all of the individuals who comprise the wide ranging member organizations, and in order to best create a space for all voices, we *strongly* encourage everyone to consider what they bring to the table that enhances everyone's learning and engagement.

We strongly encourage submissions representing collaboration with other MCF Members, community partners, and/or subject-matter experts. The workshops will:

- Amplify and Share Member's Activities, Learning and Impact
- Anticipate Future Trends of Philanthropy & Sector
- Deepen Relationships Among Members



## AUDIENCE

Attendees include 200-300 aspiring & current foundation or philanthropic trustees, employees, consultants, and sector advocates representing all organizational roles and responsibilities.



## CONFERENCE AGENDA

<i>Thursday 2/13</i>	
8:30am – 10:00am	<b>* Optional Pre-Conference Session/Workshop(s)</b>
10:00am – 11:00am	Opening
11:00am – 12:30pm	<b>* Breakout Sessions/Workshops</b>
12:30pm – 2:00pm	Lunch
2:00pm – 3:30pm	<b>* Breakout Sessions/Workshops</b>
3:30pm – 3:45pm	Break
3:45pm – 5:15pm	Closing
5:15pm – 5:30pm	Break
5:30pm – 7:30pm	50 <sup>th</sup> Anniversary Celebration
<i>Friday 2/14</i>	
9:00am – 10:30am	<b>* Breakout Sessions/Workshops</b>
10:30 – 12:00pm	Segmented Networking
12:00pm – 2:00pm	Lunch & Closing

\*Indicates where proposed sessions in response to this RFP will be placed in the conference agenda.



## AREAS OF FOCUS

- Best Practices/Skill Building
- Diversity, Equity, Inclusion & Culture
- Hot Topics in Philanthropy (Ideas & Trends)
- Learning, Evaluation & Impact
- Public Policy & Advocacy
- Other (please explain):



## PRESENTATION CRITERIA

Workshop breakout sessions will attract between 30-50 participants and last 90 minutes in duration.

Presenters are expected to be inclusive of diversity – particularly racial/ethnic, gender, sexual orientation, ability and geography – as well as, be engaging and thoughtful about incorporating various adult learning styles. Presentations with the greatest chance of acceptance will emphasize peer learning.

Please allow time in your presentation for questions and answers.

In most cases, breakout rooms will be set banquet style (tables with chairs) to promote peer connection with conference attendees. In limited cases, we may be able to accommodate other room layouts.

Proposal will answer the following questions:

1. Session Title (text)
2. Session Description (text)
3. Session Objectives (text)
4. Preferred Presentation Timing (rank)
5. Area of Focus (check boxes)
6. Engagement Methods (check boxes)
7. Room Layout (text)
8. Lead Presenter Information – ***MUST BE CURRENT MCF MEMBER*** (text)
9. Co-Presenter/Collaborator information (text)

If proposal is accepted and confirmed, presenters will be required to:

- Provide a short biography for all presenters (leads and co-presenters)
- Provide a detailed session outline (no later than November 27, 2019)
- Conduct a “prep call” with MCF staff 2 weeks prior to the annual conference



## IMPORTANT DATES

RFP will open **August 20, 2019**.

RFP responses are due **September 20, 2019** and should be submitted here:

<https://www.surveymonkey.com/r/MCF2020RFP>

Session proposals will be reviewed by MCF Staff and MCF’s Program and Conference Committee, and the lead presenter for accepted proposals will be notified **September 30, 2019**.

All lead presenters will be confirmed by **October 4, 2019**.