Creating Change Conference
Request for Proposed Sessions
Deadline for Submissions: September 20, 2016, Midnight Eastern Standard Time
Notification Process Begins On/After November 1, 2016

The National LGBTQ Task Force Advances
Full Freedom, Justice, and Equity for LGBTQ People

We’re building a future where everyone is free to be themselves in every aspect of their lives. Today, despite all the progress we’ve made to end discrimination, millions of LGBTQ people face barriers in every aspect of their lives: in housing, employment, healthcare, retirement, and basic human rights. These barriers must go. That’s why the Task Force is training and mobilizing millions of activists across our nation to deliver a world where you can be you. To learn more about the work and vision of the National LGBTQ Task Force, visit our website.

The Task Force’s Creating Change Conference is the nation’s preeminent political, leadership and skills-building conference for the LGBTQ movement. For 29 years, Creating Change has been a welcoming and affirming space for thousands of committed and passionate people to develop and hone their skills, celebrate victories, build community, and to be inspired by visionaries of our and other movements for freedom, justice and equity. Creating Change builds the LGBTQ movement’s power from the ground up.

Session Proposals for Creating Change

Three Types of Sessions: These sessions at Creating Change consists of 90-minute workshops, 3-hour workshops, and 60-minute caucuses. These sessions include movement-building, grassroots organizing, leadership development, organization building and educational opportunities for both new and seasoned leaders and must be grounded in Task Force values and standards.

All sessions will be scheduled for Friday, January 20; Saturday, January 21 or Sunday, January 22, 2017. All sessions and sanctioned conference activities will be held at the Philadelphia Marriott Downtown.

But wait - before you submit your proposal! Read the below information thoroughly before submitting your proposal.
About General Session Proposals

We seek and encourage session proposals that include and reflect the perspectives, needs and priorities of our multi-racial, multi-gender, multi-abled, multi-faith, and multi-aged communities and movement.

The Creating Change program offers sessions that teach and train the essential skills to achieve social change.

Your proposal will address each of these elements:

- Participant-centered and practice-oriented training
- Progressive-learning approach
- Session format
- Topic area

A. Participation and Practice!

Each proposal will be reviewed to select sessions that best engage participants in learning and skills building through participation and practice. Your proposal should be:

1. Participant-Centered: We want you to provide training content that engages participants in every step of the process, utilizing experiential and participatory learning techniques wherever possible. Your session should not be a dry lecture or non-participatory panel presentation.

2. “Real-World” Practice: We want to make sure that after learning a skill in your session, participants are given an opportunity to practice that skill. Real world practice makes it much more likely that participants will use what they’ve learned when they get back home.

The Task Force discourages the submission of panel presentations unless there is an opportunity for substantive conference attendee participation in the dialogue. Proposals with more than three panelists are given lowest priority.

B. Progressive Learning Approach

To provide continuity and to insure that sessions build on one another, Creating Change is structured so that our participants can attend sessions appropriate to their skill levels. To make sure this happens, we ask you to identify the skill level of the target audience for your session.

Please use these definitions to determine the skill level of your workshop. The Task Force encourages proposal submissions at the intermediate and advanced level.

**Fundamental** – Typically 0-1 year of experience in the topic area. Basic, entry level training and skills for new staff, board members, volunteers and activists, or existing staff, board, volunteers and activists with new responsibilities. Content covers terminology, basic theory and building essential skills.
**Intermediate** – 2-5 years’ experience. Content includes putting theory into practice. Sessions deal with serious challenges or barriers to being effective. Some time is devoted to problem solving. Please include a list of pre-requisites for those taking your intermediate session in the session abstract portion of the proposal form.

**Advanced** – 5+ years of experience. These sessions are intended for lead volunteers and organizers, board chairs, executive directors and senior managers, and experienced lobbyists. Content includes advanced theory, organizational management and best practices, and political strategy. In addition, advanced sessions can include case study examinations and high-level problem solving. Please include a list of pre-requisites for those taking your advanced session in the session abstract portion of the proposal form.

**All Audiences** – Session is suitable for participants at all skill levels.

**C. Session Format**

At Creating Change, all workshops are trainings or prepared presentations with *stated and specific learning objectives*. These workshop sessions are teaching/learning sessions in which attendees gain useful information, advice, and technical assistance about a specific topic.

On the Request for Proposals form, you will be asked to choose **one of these three** formats for your proposed workshop.

1) **90 Minute Workshop**

2) **3 Hour Workshop** – These sessions are ideal for advanced level trainings and workshops requiring additional time for attendee participation and small group break-outs.

3) **Caucus** – 60-minute session. A time for affinity groups or people working on similar projects to gather and exchange ideas, network and build community or an opportunity to convene a group of interested participants to discuss a specific topic.

**D. Topic Areas**

For Creating Change 2017, the Task Force will prioritize session proposals that fall within the following topic areas, which reflect the Task Force’s 2017 programmatic concentrations in our policy, organizing and social change work:

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<tr>
<th>Criminal Justice</th>
<th>Practice Spirit Do Justice/Faith</th>
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<tbody>
<tr>
<td>Disability Justice</td>
<td>Organizing</td>
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<td>Economic Justice</td>
<td>Racial Justice</td>
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<td>Gender Justice (inclusive of)</td>
<td>Religious Exemptions Legislation</td>
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<td>Transgender Justice</td>
<td>Reproductive Justice</td>
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<td>Immigration Justice</td>
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Although the Task Force will prioritize proposals on the above topics, you may also submit a proposal on any of the topics listed below. The Task Force acknowledges that proposed sessions may overlap two or more session topics; do your best to choose the topic area that you think most accurately represents your session. You will be asked to select one (and only one) of these topic areas for your proposed session:

- Aging and Ageism
- Anti-Discrimination Laws and Policies
- Anti-Violence, including Sexual Assault and Domestic Violence
- Art & Culture
- Bisexual Community & Issues
- College Campus Issues and Organizing for Students
- College Campus Issues and Organizing for LGBTQ Administrators
- Community Centers
- Community Organizing
- Criminal Justice
- Disability Justice
- Economic Justice
- Elections/Campaigns
- Families
- Fundraising/Resource Development
- Gay Male Community & Issues
- Gender Justice (inclusive of Transgender Justice)
- Health
- History
- HIV/AIDS
- Immigration Justice
- International Issues
- Labor
- Legislative/Policy Initiatives
- Lesbian Community & Issues
- Media, Communications, and Messaging
- Military & Veterans Issues
- Movement Building
- Organizational Development
- Practice Spirit Do Justice/ Faith Organizing
- Racial Justice
- Religious Exemptions Legislation
- Reproductive Justice
- Research and Policy Analysis
- Schools and Education, Grades K-12
- Sexual Freedom
- Sports
- Surviving, Thriving, and Self Care
- Workplace
- Youth
Proposal Review

Proposals received by Midnight Eastern Time on September 20, 2016 will be reviewed and considered for scheduling. The deadline of Midnight/Eastern Standard Time, September 20, 2016 will not be extended. The Task Force reserves the right to decline to review proposals received after the posted deadline date.

The Task Force will not review proposals for sessions that primarily promote or sell commercial products or to promote or sell the commercial work product of an individual presenter.

Proposals are reviewed by teams of Task Force staff and outside experts in the topic area you select. Considerations for selection include relevance of the proposed session to the values and principles stated in this document, especially the Task Force’s 2017 priorities listed above for policy and social change; depth of content; presenter qualifications/experience with the topic; overall strength of the submission; and proposals that reflect the Task Force’s commitment to representation of race, gender, class, age and disability. The Task Force reserves the right to reject proposals.

You will be notified by email of the status of your proposal on or after November 1, 2016.

Presenter Registration

In order to keep everyone’s Conference registration as affordable as possible, we ask our Presenters to volunteer their time and expertise at Creating Change. To thank you for this contribution, we offer a discounted $275 registration rate for Presenters. This rate is inclusive of all Day Long Institutes, plenary sessions, workshops, roundtables, trainings, screenings, caucuses, and special events/receptions for which there is no published cover charge or donation. This registration rate does not include any separately ticketed special events nor does it include travel or hotel expenses. The presenter registration rate is limited to four presenters per session. It is the responsibility of the session contact to distribute the registration link to their co-presenters.

Once a proposal is accepted, the session contact will be emailed a presenter registration packet which includes a link to the online conference registration form. If your proposal is approved, you and any co-presenters are responsible for completing the registration form to attend the conference. A link to register at $275 will be sent to you if your proposal is accepted.

Should your proposal not be accepted for scheduling, you, as the session contact, are invited to register for the conference at the non-presenter discounted rate of $325, inclusive of all of the above listed events. If your proposal is not accepted for scheduling, you will receive a link to register at the rate of $325. This registration rate is limited to four presenters per session. It is the responsibility of the session contact to distribute the registration link to their co-presenters who may also register at the rate of $325.
Presenter Responsibilities

Presenters are responsible for making their own travel and hotel arrangements. You can reserve a room at the conference host hotel, Philadelphia Marriott Downtown, here. Reservations must be made no later than Monday, December 19, 2016 to receive the guaranteed conference rate of $141.00, pending availability. Because the Creating Change host hotel often sells out, we advise booking your room early. You may cancel your room reservation at the Philadelphia Marriott 24 hours prior to your arrival.

The 2017 Creating Change Host Committee will organize a community housing program to provide a limited number of no-cost housing options for conference presenters and attendees. You can request community housing here.

Each meeting room in which sessions take place will be equipped with: easel pad/markers set, and LCD projector and screen. There is no additional charge for this equipment.

Special Notes about Your Proposal Submission

Please note: If you are the person submitting a proposal, you are automatically the “session contact.” Session contacts serve as the communication link between the Creating Change staff and any and all other presenters for your session. On the proposal, you must provide complete contact information for each presenter and you must advise Creating Change staff of any changes in the presenter line-up if your proposal is selected.

If you are submitting a proposal for a session for which you are also a presenter, please provide your complete contact information in the box marked “Presenter One.”

We strongly recommend that you have a draft of your proposal prepared before going online to submit your proposal.

Here’s a sample proposal.

You will be notified by email of the status of your proposal on or after November 1, 2016.

Thanks for reading this document! You’re ready to submit your proposal! To submit your proposal, click HERE!