Request for Proposal
2025 Partner Plan Act Conference Workshop Presentation
Equity from the Start: Interdependent Self and Community Care
May 6-8, 2025

The [Partner Plan Act (PPA) conference](#) brings together early childhood leaders, school districts, program staff, collaboration partners, and others to learn, network, and deepen their community systems development knowledge and skills. Workshop topics from previous years include effective strategies for supporting priority populations, essential mindsets and practices for leading community systems development, coordinated intake systems, family engagement, and much more. A core theme and value of the PPA conferences is racial equity which is embedded throughout the conference design and experience.

The conference will be held virtually on May 6-8, 2025. Workshops will be 90 minutes long (75 minutes for presentation with 15 minutes for breaks) and 6 proposals will be selected. Selected presentations will be offered a $150 honorarium per presentation (only one individual or agency will receive the honorarium while that individual or agency may take on responsibility of distributing the honorarium amongst presenters separately).

Baseline expectations are that applicants are familiar with or have explored [Partner Plan Act](#), [past conferences](#), and [community systems development](#) work.

Please submit all proposals to partnerplanact@actforchildren.org with the subject line **"Workshop Proposal – [Workshop Title] for 2025 PPA Conference"** by **December 16, 2024.** For additional information or questions please contact Deb Hwang at deborah.hwang@actforchildren.org. *Please prioritize this deadline as we will not accept any submissions afterwards.* You will be notified of decisions by mid-January 2024.

If accepted, presenters will go through the following presentation development timeline in preparation for the conference:

DEADLINE	ACTIVITY	DETAILS
1/31/2025	Submit detailed description of presentation	CS3 will provide form that asks for presentation agenda, time, description, participant activities, marketing efforts, etc.
2/24 – 2/28/2025	Receive presentation feedback	CS3 will schedule 30-minute calls to go over feedback on presentations
3/31 – 4/11/2025	Conduct full run-through of presentation to the CS3 team	Presentations should be in as close to final shape as possible
4/18/2025	Submit ALL FINALIZED presentation materials	No additional changes will be allowed afterwards as materials will be translated into Spanish (support provided by CS3)

Note: The development and preparation process for the conference is fast-paced and requires active engagement and communication throughout. Please begin planning to meet these deadlines as soon as you submit your proposal.

<u>Main Contact Person Completing Application</u>
Name:_____
Agency: _____
Title: _____
Collaboration: _____
Phone: _____
Email: _____
Address: _____
*(Please note that **no more than 5 presenters** will be accepted per presentation.)*

Indicate if you are willing to repeat your workshop.
☐   Yes   ☐   No

This will be a three-day virtual conference from 10am – 2pm. Please indicate which date(s) you are available to present.
☐   May 6   ☐ May 7   ☐ May 8

Please check **<u>up to three</u>** primary content areas that will be covered in your workshop.

	Governance		Communication
	Collaboration Strategies		Sustainability
	Leadership		Addressing Community Needs
	Systems-thinking		Continuous Quality Improvement
	Parent Engagement		Coordinated Intake
	Diverse Stakeholders		Equity
			Other:_____

Select the level of learning of your workshop. Please **<u>select one only</u>**.

☐ **Introductory** – Awareness Training focuses on basic content, understanding, and demonstration of new and developing skills. It is the expectation that participants will recall or remember information presented.	☐ **Intermediate** – Application Training will focus on expanding knowledge, application, and refining of new and previously learned skills. It is expected that participants will have the skills necessary to apply information to various situations.	☐ **Advanced** – Mastery Training will focus on a deep knowledge and mastery of skills, along with the ability to apply knowledge and skills across multiple contexts. It is the expectation that participants have already successfully mastered the general training information.

Workshop Title (character limit 75):_____

1. **Workshop Description:** Please write a short description of your presentation that will be used in the conference marketing efforts. (character limit 400)

2. **Learning Objectives:** What are the learning objectives for your presentation? How will participant progress towards meeting objective be assessed during workshop?

3. **Racial Equity:** All presenters will be asked to include a slide answering these questions on equity: How does your presentation address racial inequities in early childhood? What positive impacts on equity and inclusion could result from your presentation? Please share your response to these questions.

4. **Theme:** This year's theme is *Equity from the Start: Interdependent Self and Community Care.* How will this presentation explicitly address the theme? What action steps will you offer to participants on caring for the self and community system?

5. **Collaborations:** The target audience for the PPA Conference are **early childhood education and care (ECEC) <u>collaborations</u>.** How is your presentation specifically focused on the [community systems development level](#)?

6. **Family Voice:** In what ways will your presentation include family engagement or family voices in the presentation?

7. **What draws you the most to be a part of the 2025 Partner Plan Act Conference?**

8. **Is there anything else that you would like us to know about your presentation?**

9. PRESENTERS

The <u>maximum number of presenters is five</u> and all presenter information must be submitted prior to review. Complete presenter name, title, and short intro for each presenter below.

Presenter 1	
Name	
Title	
Email	
Race/Ethnicity	
Gender Identity	
Background in ECEC: (limit to 5 sentences)	

Presenter 2	
Name	
Title	
Email	
Race/Ethnicity	
Gender Identity	
Background in ECEC (limit to 5 sentences)	

Presenter 3	
Name	
Title	
Email	
Race/Ethnicity	
Gender Identity	
Background in ECEC (limit to 5 sentences)	

Presenter 4	
Name	
Title	
Email	
Race/Ethnicity	
Gender Identity	
Background in ECEC (limit to 5 sentences)	

Presenter 5	
Name	
Title	
Email	
Race/Ethnicity	
Gender Identity	
Background in ECEC: (limit to 5 sentences)	