



## Request for Proposals

The National Alliance for Partnerships in Equity (NAPE) and Women Work! The National Network for Women's Employment are currently accepting proposals for workshop presentations at our joint conference, *Working Together for Economic Equity*, to be held April 6-9, 2008 in the Washington, D.C. metro area.

### What is Women Work!?

Women Work! is a national network of education, training and employment organizations that advances women's economic justice and equality through education, advocacy and organizing.

### What is NAPE?

NAPE is a consortium of state and local agencies, national organizations, and corporations that work collaboratively to create equitable and diverse classrooms and workplaces.

### *Working Together for Economic Equity*

Across the country, many Americans are struggling to gain the skills necessary to enter high-skill, high-wage employment. For those facing multiple barriers to education and training- such as single parents, low-income individuals, individuals with disabilities and those with limited English proficiency- the path to economic security is even more challenging. To address these realities, NAPE and Women Work! request workshop proposals for our 2008 conference that focus on the following themes:

- Recent developments in federal, state and local policy that impact education and workforce development systems; and ways advocates can influence these policies
- Effective models for improving job placement and retention for individuals with multiple barriers to employment
- Building sectoral initiatives and other collaborative partnerships with employers, community-based organizations, educational institutions, or government agencies to leverage resources and support career and technical education and workforce development efforts
- Implementing strategies for recruitment and retention of individuals in nontraditional careers, especially women into science, technology, engineering and math (STEM) fields
- Successful strategies for improving the transition from secondary to postsecondary education for special population students

### **Audience**

This conference is designed for professionals and advocates dedicated to removing barriers to equal opportunity in education and the workforce. The program will highlight strategies and solutions for preparing a diverse workforce for high-skill, high-wage careers. Proposals should be drafted to address the following audiences:

- State and Local Special Population, Nontraditional and Equity Coordinators
- Single Parent/Displaced Homemaker Program Coordinators
- Career and Technical Education Teachers, Administrators and Researchers
- Community-Based Organization Staff
- Professional Development and Resource Project Staff
- Workforce Development and TANF Staff
- Community Action Program Staff
- Policy/Think Tank Advocates and Researchers
- Leaders and implementers of national- and state-based STEM initiatives

## How to Apply

All submissions must include the information requested on the attached proposal cover sheet and a description of the presentation. Incomplete submissions will not be considered. **Submission deadline is December 14, 2007.**

Please submit your completed proposal to Erin Currier via:

- E-mail ([ecurrier@womenwork.org](mailto:ecurrier@womenwork.org)) –Word or pdf attachment only;
- Fax (202-467-5366); or
- U.S. Mail (1625 K St NW, Suite 300, Washington DC 20006).

### Proposal Tips and Guidelines

Presentations will be in two formats: 1) 75 minute workshops, including 15 minutes for questions and answers, and 2) 20 minute roundtable presentations.

Successful presenters will have:

- firsthand experience with their topic and understand their audience;
- provide timely and relevant information that can be put to use immediately;
- engage participants; and
- provide clear and useful handouts.

### Audiovisual Needs and Handouts

Presenters will have access to a LCD projector and screen during their presentation. If you will also need access to a laptop, please note that on the description of presentation form. Presenters are responsible for making copies of their own handouts. If possible, please copy your handouts on paper that is pre-punched with three holes.

All presenters agree to provide an electronic copy of their presentation to NAPE/Women Work! when they check in at the conference.

### Registration Information

Presenters must register for the conference and must cover all expenses associated with travel to/from the conference, lodging, and meals (other than those provided during the conference). Presenters who choose to attend the conference *only for their session* will not be required to pay a registration fee.

#### *Early Bird Registration (before 2/15/08)*

- NAPE/Women Work! Member, \$375
- Nonmembers, \$475
- Day Rate, \$175

#### *Non Early Bird Registration (after 2/15/08)*

- NAPE/Women Work! Member, \$425
- Nonmembers, \$525
- Day Rate, \$175

The hotel room rate negotiated for conference attendees is \$199.

**Conference registration opens January 2, 2008 at [www.napequity.org](http://www.napequity.org) and [www.womenwork.org](http://www.womenwork.org).**

If you have any questions or require additional information, please contact Michelle Jonczak at the NAPE office at (610) 593-8038 or [mjonczak@napequity.org](mailto:mjonczak@napequity.org); or Erin Currier at the Women Work! office at (202) 467-6346 or [ecurrier@womenwork.org](mailto:ecurrier@womenwork.org).



Request for Proposals - Proposal Cover Sheet  
**NAPE & Women Work! 2008 National Conference**  
**April 6-9, 2008**

Submit completed applications by December 14, 2007 to Erin Currier  
 ecurrier@womenwork.org  
 (fax) 202-467-5366

Presentation Title: \_\_\_\_\_

Main Presenter's Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Additional Presenter(s):

Name: _____	Name: _____
Title: _____	Title: _____
Organization: _____	Organization: _____
Address: _____	Address: _____
_____	_____
City/State/Zip: _____	City/State/Zip: _____
Phone/FAX: _____	Phone/FAX: _____
Email: _____	Email: _____

**Statement of Intent:**

Submission of this proposal constitutes a commitment that should this proposal be accepted, the listed presenters *each* agree to conduct this program as proposed, and to register for the NAPE & Women Work! joint conference.

## Description of Presentation

Please answer the following questions regarding your presentation. Responses should be no more than **three pages** excluding presenter bios. Email submission is preferred. Please do not include your name here.

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- A.** Title: (to appear in the program)
- B.** Please provide an abstract of no more than 75 words that describes the presentation. (Your abstract will be used for the conference program. NAPE and Women Work! reserve the right to edit the copy.)
- C.** Describe the audience who would most benefit from your presentation, including their preferred level of experience with the topic.
- D.** What population(s) of individuals will your presentation focus on? (Check all that apply.)
- |  |  |
|--|--|
| <input type="checkbox"/> Single Parents                | <input type="checkbox"/> Individuals pursuing nontraditional careers |
| <input type="checkbox"/> Displaced Homemakers          | <input type="checkbox"/> Economically disadvantaged individuals      |
| <input type="checkbox"/> Individuals with disabilities | <input type="checkbox"/> Limited English proficient individuals      |
| <input type="checkbox"/> Other: _____                  |  |
- E.** What are the objectives of your presentation? What information or knowledge will your audience gain from the presentation?
- F.** Please indicate the type of presentation you prefer.
- |   |   |
|---|---|
| <input type="checkbox"/> Workshop (75 minute session) | <input type="checkbox"/> Roundtable (20 minute session) |
|---|---|
- G.** Do you have specific audiovisual needs that are not addressed by a LCD projector and screen? Please specify.
- H.** Describe your schedule preference if your availability is restricted. (75 minute workshops will occur Monday, April 7 and 20 minute roundtables will occur Wednesday, April 9.) NAPE and Women Work! will do our best to accommodate your schedule preferences.
- I.** Please attach a brief biography for each presenter on separate pages. Include information on each presenter's relationship to or experience with the presentation topic.

Thank you for your interest in presenting at the NAPE & Women Work! 2008 Conference.

Decisions regarding proposal submissions will be made by January 14, 2008. You will receive notification of acceptance or denial of your proposal via email to the main presenter as indicated on your Proposal Cover Sheet. We look forward to seeing you in April!