

Request for proposals

Request for Proposals

50-minute sessions

We are pleased to open the request for proposal (RFP) application process for the 2019 Region 10 Institutions of Higher Education (IHE) Conference, Let's Rally! Enthusiasm, Energy, and Excellence!

Proposal Submission Directions

- To submit a proposal, please complete the RFP form in its entirety.
- Presenters (up to 2) will receive a FREE conference registration.
- Proposals will be accepted until midnight CDT on March 10, 2019.
- Accepted presenters WILL need to register and will be provided a discount code.

If you have questions concerning the completion of a proposal or the submission process, contact the Region 10 IHE planning team at cwernau@zumbroed.org or mbreitsprecher@zumbroed.org

Proposals should include experience-based practices (B-21) in one of the pillars;

- Mental Health
- Educators' Self Care
- Behavior
- Legal Issues
- Transition
- Paraprofessionals
- Instructional Practices
- Instructional Coaching

Proposals are to be based on your experiences in improving outcomes for students.

Timelines

- Sunday, March 10, 2019 (midnight): Proposal deadline
- Thursday, March 14, 2019: Applicants notified they are accepted
- Friday, March 15, 2019: Registration opens
- Monday, July 22, 2019: Presentation materials due to conference planner (Presentation resources: PPT accessibility and Making accessible electronic documents MNIT).

Accessibility

Presentations need to be formatted to offer accessibility for audience members with hearing or vision impairments. We will have ASL interpreters on the presenter platforms. Video type media needs to be captioned. Projection images (ex: PowerPoints) need to be prepared so they pass the accessibility checker provided by the PPT app. Please see our presentation resources section to learn more about other things to keep in mind as you prepare your presentation. DON'T let this

stop you from applying—we are here to guide you through this process.

Presentation resources:

- [PPT accessibility](#)
- [Making accessible electronic documents MNIT](#)

For questions, please direct them to:

- cwernau@zumbroed.org or
- mbreitsprecher@zumbroed.org or
- klucht@zumbroed.org

Thank you in advance for your interest, and we hope to see you on August 7, 2019.

Presenters

*** 1. Presenter 1**

Name

Title

School/District/Employer

Contact Email Address

Contact Phone Number

2. Presenter 2

Name

Title

School/District/Employer

Contact Email Address

Contact Phone Number

*** 3. Bio for Presenter 1 (900 character limit or 150 words) no abbreviations**

4. Bio Presenter 2 (900 character limit or 150 words) no abbreviations

About your Presentation

The 2019 Region 10 IHE Conference, Let's Rally! Enthusiasm, Energy, and Excellence! will be focused on the Pillars of:

- Mental Health
- Educators' Self Care
- Behavior
- Legal Issues
- Transition
- Paraprofessionals
- Instructional Practices
- Instructional Coaching

Presentation Submission

All presentations will be provided to conference participants electronically in an accessible format. Resources are linked in the RFP and you may also contact the Region 10 IHE Planning Team for further assistance. The deadline for presenters to provide an electronic copy of their presentation materials is July 22, 2019.

Accessibility includes: Audio Description, Caption, PPT, documents, etc...

Presentation points of support

- Download videos for presentation
- Have a backup copy of your presentation on a thumb drive or google drive

5. Title of Presentation

6. Description of Presentation

Please provide a short summary of your presentation (150) word as you wish it to appear in the online conference center/registration. Please proofread before moving on. Region 10 IHE Conference planners have the right to edit or modify your description if needed.

7. Descriptive Walkthrough (1800 Characters or 250 words)

Provide a descriptive walkthrough of your session to be used to decide if your proposal fits the conference. For example, this session will begin with a whole group presentation. The second half of the session will involve participants working in groups of four on a case study and will conclude with a share out from each group.

8. What will participants be able to implement by the end of the presentation (i.e., handouts, checklists, resources, etc.)? Briefly describe what the participant will be able to take back and implement in the classroom.

9. Documentation of Success (1800 Characters or 250 words)

Provide documentation of success in your school/district - (e.g., data collection, achievement scores, district/school waiver results, education articles). If you would like to provide us with information in a document, you will be able to add the document to your submission.

10. Please upload any documents you'd like to share.

Choose File

No file chosen

11. Please choose one of the following Pillars:

- Mental Health
- Educators' Self Care
- Behavior
- Legal Issues
- Transition
- Paraprofessionals
- Instructional Practices (experiential based)
- Instructional Coaching

12. Select the appropriate audience(s) for your presentation. Check all that apply.

- Instructional Coaches/Interventionists
- Special Education Supervisors
- District/School Administrators
- Special Education Teachers
- General Education Teachers
- Pre-Service Teachers
- Transition Teachers
- Paraprofessionals
- Itinerant Staff
- All

13. My presentation is geared toward this population: (check all that apply):

- Birth - age 2
- ages 3 - ages 5
- Elementary
- Middle School
- High School
- Post-secondary/Transition age
- Professional (University or Outside Agency)

14. A/V and Technology

A screen, projector, microphone (in larger rooms), and the internet will be provided. Any other equipment (including laptops) needed is the responsibility of the speaker.

- I understand the A/V provisions.

15. Breakout Session Room Design

Most rooms will be setup in theater style seating (i.e., chairs in rows, no tables). If you would like to request a different set up, please indicate below. We will make every effort to accommodate your request, but cannot guarantee.

- Theater (chairs in rows, no tables)
- Classroom Style (Narrow tables that seat 3-4 people)
- Rounds (Round tables that will seat 6-8 people in semi-circle)

16. Special Accommodations Please make us aware of any special accommodations needed, (e.g., interpreter, etc.). Assistance required in creating accessible presentations/handouts?