

# Request for Proposals



## Our Choice Forums for the 2012 National CLT Conference in Burlington, Vermont

*While attending a previous Network conference, have you wished there was time for dynamic and deep discussion of a pressing issue, question & answer forums with experts, short presentations on a topic missing from the schedule, or an opportunity to tell your CLT's story? Well, here's your chance to create a forum that brings a new topic to the fore or brings a new format or style to bear on this year's conference.*

The National CLT Academy seeks proposals from practitioners, researchers, partners, and funders who have an interest in designing and leading the implementation of a one-hour forum at the next National CLT Conference to be held in Burlington, Vermont on September 10-14, 2012. The proposed forums may cover *any topic* that might broaden the perspective, deepen the understanding, or sharpen the skills of CLT activists attending the conference. There will be four (4) one-hour time slots reserved at the conference for "Our Choice Forums." While there are no limits on the number of forum contributors, the forum designer will be paid \$200 after the conference.

### **Requirements**

The Academy's purpose in issuing this Request for Proposals is to create an opportunity for greater diversity in conference content, styles, and presenters. Preference in the Academy's selection of workshop proposals will be given, therefore, 1) to formats or styles not typically employed in previous conferences, 2) to topics not recently covered in previous conferences, and 3) to forum designers and contributors who have not recently served on the Academy's faculty. Forums on topics in the conference schedule will not be excluded from consideration; however, proposals should address how their forum will build upon (rather than be redundant with) the planned seminars and courses. Proposals may be submitted by an individual or by an organization for more than one workshop, but a separate proposal must be submitted for each. **Proposals must not exceed 2 pages in length.**

Every proposal must meet all of the following requirements:

- **GOAL:** Articulate the goal(s) of the forum.
- **CONTENT:**
  - Provide a description of the topic to be covered.
  - Address how this forum is related to and different from the courses and seminars in the planned conference schedule.

- Explain why the topic may be of interest, relevant, or of use to conference attendees.
- Explain how the content relates to the forum's goal(s).
- **AUDIENCE:**
  - Describe the audience that you believe would benefit from the forum
  - Describe who you think will be most likely to attend the forum.
- **FORUM DESIGNER & CONTRIBUTORS:**
  - Identify the individual (and his/her affiliation) who will design the forum, oversee the production of content by contributors, manage implementation, and liaison with Network staff.
  - Provide an explanation of the Designer's knowledge on the proposed topic.
  - Note whether the Designer is also a Contributor.
  - If applicable, identify potential contributors. Explain what each Contributor will add to the forum, and how you envision their role in the forum.
- **FORUM FORMAT/STYLE:**
  - Provide a general outline of the forum.
  - Describe the format that you plan to use for the forum, such as full-length presentations, shorter presentations by panel members, question and answer sessions with experts, roundtable discussions, how-to workshops, working group activities, etc.
  - Explain why the format will enhance the goals of the forum.

## **Timeline**

1. Proposals must be submitted by **March 15<sup>th</sup>, 2012** to the Academy's Director, Emily Thaden. Please submit the proposal as an email attachment to: [emily@cltnetwork.org](mailto:emily@cltnetwork.org). In the subject line, enter "PROPOSAL" and then your last name & topic.
2. Proposals will be reviewed by the Academy Coordinating Committee and the Conference Planning Committee. Winning proposals for "Our Choice Forums" will be announced no later than **April 8<sup>th</sup>, 2012**.
3. Forum Designers will be expected to develop a detailed plan for their forum by **May 1, 2012**, review and modify forums based upon feedback from Network staff, and complete their preparation of all materials for the forum by **June 15, 2012**. Designers who do not meet these benchmarks may be denied the opportunity to present the Forum.



PRE-CONFERENCE Monday, September 10					CONFERENCE									
<b>Study Visits</b> of Vermont CLTs, Institute CF & Vermont Housing Conservation Board <b>or Tour</b> of Champlain Housing Trust. Evening <b>reception</b> with addresses by Governor Peter Shumlin & Representative Peter Welch														
Tuesday, September 11					Wednesday, September 12					Thursday, September 13				
<b>Keynote Address:</b> Senator Bernie Sanders & Senator Patrick Leahy (tentative)					Champlain Housing Trust: Homebuyer Education	Homekeeper 1	Land Banks & CLTs	Engaging Community 1: CLTs & Community Organizing	City-CLT Partnerships Using HOME, CDBG, & NSP	Champlain Housing Trust: Revolving Loan Fund/CDFI	Marketing CLT Homes In Challenging Times 1	Urban Agriculture & Food Security 1	Mergers & Collaborations 1	International CLTs: Honduras
					Champlain Housing Trust: Rental Housing 1 - Development & Marketing	Habitat-CLT Partnership 1	Guest Presentation: RFP Process	Stewardship 1: Subletting, Improvements & Enforcement	Model Ground Lease 1	Champlain Housing Trust: Managing Sales & Resales	Cornerstone Initiatives	Commercial Development by CLTs	Roots of the CLT Movement	Film: <i>Gaining Ground</i>
Champlain Housing Trust: Rental Housing 2 - Management & Compliance	Habitat-CLT Partnership 2	CLTs & Co-op Development	Stewardship 2: Promoting Sound Maintenance	Model Ground Lease 2	Champlain Housing Trust: Commercial CLTs & Commercial Development Projects	Guest Presentation: RFP Process	Policy Advocacy for CLTs at Local, State and Federal Levels	Engaging Community 2: Organizing in Communities of Color	Film: <i>Gaining Ground</i>	Champlain Housing Trust: Financial Management	CLTs & Lease to Purchase	Mobile Home Parks	Taxation of Resale-restricted Homes	International CLTs: Puerto Rico
					<b>Annual Meeting Luncheon</b>									
Champlain Housing Trust: Co-op Housing	Guest Presentation: RFP Process	Transit Oriented Development & CLTs	Stewardship 3: Preventing Foreclosures	Model Ground Lease 3	Tour of Champlain Housing Trust	Guest Presentation: RFP Process	Central Server Panel 1	Engaging Community 3: Post-purchase Engagement	CLTs & Condo Development	Telling Champlain Housing Trust's Story 1: Messaging, Fundraising, Friendmaking	Mortgaging CLT Homes 1	Housing Conservation & The Working Landscape	CLT Board Development 1	International CLTs: England
<b>Regional CLT Meetings</b>						Housing for Veterans	Central Server Panel 2	Engaging Community 4: Post-purchase Engagement	Overcoming Structural Racism in Our Communities and Organizations	Telling Champlain Housing Trust's Story 2: Messaging, Fundraising, Friendmaking	Mortgaging CLT Homes 2	Saving Farms for Farmers: CLTs & CSAs	CLT Board Development 2	International CLTs: Belgium
<b>Dinner Boat Cruise</b>					<b>Network Film Festival at Main Street Landing:</b> Documentary of CLTs in Southeastern Communities of Color & other short films					<b>Closing Party</b>				
POST-CONFERENCE Friday, September 14					<b>Study Visits</b> of Burlington Organizations <b>or Tour</b> of Dudley Street Neighborhood Initiative in Boston									