



**Request for Proposals**  
**Keynote Partner for our 2017 – 2018 Board Leadership Summit Program**

**A. Background on Our Board Leadership Summit Program**

Together SC is seeking a Keynote Partner to collaborate in the development and delivery of an inspiring and engaging curriculum for the 2017 – 2018 Board Leadership Summit (BLS) Program to be held across South Carolina. Together SC has held 5 successful BLS events over the past year with more than 400 nonprofit board leaders and CEOs in attendance. Given the positive feedback we have received from participants we are eager to expand this programming over the coming year.

In the past, each half-day BLS kicked off with an inspiring and engaging keynote address. Following this session, participants interacted with their colleagues at “Lead & Learn” table discussions facilitated by nonprofit experts. Info about past events can be found at <http://www.togetherSC.org/?page=BoardLdshpSummits>

**B. Goal for Board Leadership Summit Program**

The goal for our Board Leadership Summit Program is to offer inspiring and engaging events for nonprofit board members and CEOs so they can more effectively lead their organizations and achieve their missions. Meeting the needs of our participants is the key to the success of our program.

**C. Keynote Partner Selection Criteria**

**1. Topic/Theme**

Present a compelling, interactive and inspiring topic/theme that you recommend for our audience of nonprofit board leaders and CEOs for our 2017-2018 BLS Program. Describe how this topic will be consistently delivered at four (4) BLS events and in a 6-part webinar series (“The Executive Session”).

- It is anticipated that the selected partner will deliver the same keynote with minimal customization at each of 4 BLS events. Tailoring the content to recognize the specific region and its audience is suggested. In preparation for each session the partner will receive a list of registrants. In addition, based on specific participant feedback, the partner may want to make content modifications during the year.
- “The Executive Session” is a new concept for the 2017 – 2018 Program. It is our desire to engage our participants beyond the 4 in-person events. We are open to ideas on how to offer interactive online sessions where board leaders can continue to Lead & Learn together.

- Many thanks to our wonderful 2016-2017 keynote Charles Weathers, who presented “The Board of Today...and Tomorrow.” His presentations were engaging and entertaining, as well as offering a great set of takeaways that participants could immediately put into action. Through his keynote he was able to set a framework for a series of related Lead & Learn table discussions facilitated by nonprofit experts.

## **2. Presentation Format and Audience Engagement**

Recognizing that our audience is comprised of adult learners who may not be interested or motivated by traditional training methods, please describe your presentation approach and recommended tools for engaging and inspiring our participants. Indicate what technology and resources you will be using. Creative approaches are highly encouraged.

## **3. Demonstrated Speaking Ability**

Provide samples that showcase your ability to engage and deliver effective presentations in-person and to webinar audiences. Preference will be given to respondents who provide video clips demonstrating their presentation style. Include a list of client references along with contact information.

## **4. Working Relationship**

Provide your preferred working relationship with Together SC and Shine the Light Nonprofit Forums, the producers of the 2017 – 2018 BLS Program. Outline how you have worked with similar clients in the past. Describe your approach to ongoing communications, scheduling and deadlines. List your anticipated deliverables.

## **5. Meeting Our Participants Needs**

As indicated by our goal (Section B) for the BLS Program, our focus is on furthering the organizational missions of our participants. In light of this, please explain how you propose serving as a resource for Together SC members during and after the 2017 – 2018 BLS Program.

## **6. Cost**

Together SC recognizes that establishing a relationship with a Keynote Partner as outlined in this RFP offers a strong endorsement for this individual or organization over the upcoming year. In addition to all event management we will provide (as detailed in Section D), the selected partner will benefit from the following promotional opportunities throughout the year: website, blog posts, weekly Nonprofit News, targeted regional eblasts, electronic flyers, social media posts, and announcements at all member gatherings across the state. The partner will also have the opportunity to engage with an audience of 80 -100 nonprofit leaders at each event. In light of this level of exposure, we are seeking a partner who values these benefits and will take them into consideration in their pricing approach.

## **D. Together SC and Shine the Light Nonprofit Forums Responsibilities**

We will make this opportunity easy for our partner by handling the following:

- Overall curriculum development for program

- Promotion of all BLS Events
- Secure sponsorships
- Handle all sponsor relations
- Develop and manage event agenda
- Manage all event promotions (see activities in **Cost** section above)
- Liaison with facilities hosting BLS events
- Handle all event logistics
- Handle all participant registrations
- Produce event programs
- Provide copies of facilitators materials (maximum pages TBD)
- Provide webinar platform
- Training for keynote on use of webinar platform
- Develop, distribute and collect participant surveys
- Provide participant feedback to BLS Keynote Partner

#### **E. Requirements**

- Must be a current Together SC member or be willing to join
- Must be available to present at four (4) BLS events
  - October 3 – Midlands BLS – Richland Sandhills Library
  - March 5 – Sea Islands BLS – Together SC 2018 Summit – Weston Hilton Head Island Resort & Spa
  - Mid April – Lowcountry BLS – The Citadel (Specific Date TBD)
  - May 8 – Upstate BLS – Furman University – Melvin and Dollie Younts Conference Center
- Must be available to present webinar series on dates as determined in coordination with Together SC and Shine the Light Nonprofit Forums
  - November, January, February, March, April and May (6 sessions)

#### **F. Questions**

Please direct questions via EMAIL ONLY to Debbie Nelson [debbie@togethersc.org](mailto:debbie@togethersc.org)

#### **G. Submissions**

Submit your responses to the six (6) selection criteria outlined in Section C of this document. We will accept your submission in Word or PDF file formats. Please limit your responses to a maximum of five (5) pages. Don't forget to include links to relevant video clips.

#### **H. Responses DUE**

August 11, 2017 by 5:00 pm

Debbie Nelson ([debbie@togethersc.org](mailto:debbie@togethersc.org))

#### **I. Keynote Partner Selection**

It is anticipated that the 2017 – 2018 Keynote Partner will be announced by Friday, August 25. If necessary, phone interviews with respondents will be scheduled between August 14 and 23.

*Thank you for being an Ally For Good.*

*We appreciate your interest in supporting the work of South Carolina's nonprofit sector.*

*Debbie Nelson*