NSPA 2017 REQUEST FOR PROPOSALS

GENERAL INFORMATION

The National Scholarship Providers Association (NSPA) is seeking relevant and engaging sessions for its 2017 Annual Conference, to be held October 9-11, 2017, in Seattle, Washington. The NSPA Conference offers high quality programs and provides the opportunity for scholarship professionals to come together to learn, network, and share their knowledge and experience. This year's conference theme is "Reach Higher: Expanding Our Perspectives on Student Achievement." For more information about the conference please visit our conference website.

The NSPA invites you to submit proposals for Breakout Sessions, Workshops, and/or the Gallery of Good Practices presentations, all of which are targeted to an audience diligently working to positively impact college success for all students through the power of scholarships. This is an excellent opportunity to share innovative ideas and practices!

Who are we looking for?

Conference presenters are typically one or more of the following:

- Topic experts. Conference presenters are experts in their fields and practiced at educating scholarship providers and/or institutions in areas as diverse as program and organizational management, professional development, technology, leadership, and marketing – or related topics of interest!
- Experienced trainers. More than 400 scholarship professionals attend the NSPA Conference each year. That's a lot of learning! Whether a session has 12 people or more than 100, conference presenters know how to build a well-paced, thought-provoking, engaging learning experience.
- Passionate about helping others. Conference presenters love sharing their unique experience and expertise with their colleagues. They value collaboration and are committed to putting forth their very best to help participants learn and grow.

Submission Guidelines and Other Information

Please send proposals by 9 am on Monday, May 15, 2017, by filling out this online form. Late proposals will not be accepted. The NSPA reserves the right to change session titles and/or make suggestions to session content in consultation with the presenter(s).

Please note that the NSPA receives many more session proposals than we can offer at our conference. Sessions will be selected based on the quality of the proposal, the relevance of the topic, and the number of open session spaces in the schedule.

The NSPA is not able to provide travel expense reimbursements, speaker honorariums, conference registration fees, or laptops (including laptop rental) for presentations accepted through the request for proposals.

Note to Affiliate Members and For-profit Companies

Affiliate members or companies that design and create software, offer scholarship management services, or offer any type of service or product for sale should submit proposals in collaboration with applicable clients. Alternatively, if you'd like to present on your own, please contact Maggie Brubaker for information on Exhibitor Demos.

Questions?

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Please contact Maggie Brubaker at mbrubaker@scholarshipproviders.org or 303-442-2524.

SESSION AND AUDIENCE INFORMATION

Your proposal should fit into one of the following session types:

- <u>Breakout Sessions</u> - interactive presentations on a variety of issues and topics. Breakout Sessions are 75 minutes long and have an audience size of 20-125 participants.
- <u>Workshops</u> - in-depth and often applied sessions with a topic or issue expert. Workshops are 120 minutes long (including a ten-minute break) and have an audience size of 50-100 participants.
- <u>Gallery of Good Practices</u> - a fun, quick, and informative presentation that shares a good practice, effective program model, tricks of the trade, or other information to a broad audience. Each presentation in the Gallery of Good Practices is 5 minutes long and has an audience size of 200+ participants. The Gallery of Good Practices event is part of a reception with drinks and snacks. Following the presentations, you and other presenters will have the opportunity to engage one-on-one or in small groups with the audience at a designated table to further discuss your topic. Our format is loosely based on the Ignite Model. Please see samples at http://igniteshow.com.

NSPA is seeking sessions that…

- …Have a clear and well-defined topic. Please consider the following questions when writing your session title and description; i.e. Will participants feel that the session title and description represent what will be presented?
- …Offer multiple perspectives, identify good practices, engage the audience, and provide solutions. If you're presenting a program model or other best practice, please be prepared to share implementation process, lessons learned, impact of the program, and recommendations for scalability or adaptation. <u>Leave attendees with solid, real-world information that they can put to use</u>.
- …Support attendee learning through engaging discussion, group brainstorming, small group activities, or creating personalized plans for implementation, etc.

Audience

The NSPA Conference audience consists of 400+ scholarship professionals working in various roles at the following organizational types:

- Colleges and Universities
    - 2- and 4-Year
    - Scholarship, Financial Aid, and Development Departments
- Private Foundations
- Public Charities
    - Community Foundations
    - College Access and Degree-Attainment Focused
- Corporate Programs
- Government Programs

    NSPA Conference attendees represent organizations large to small and have a wide range of experiences. Attendees range from professionals who are just entering the scholarship sector to those who have spent decades helping students achieve their higher education goals. It's a collegial and collaborative group!

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TRACKS AND SESSION IDEAS

We are looking for conference proposals that will fit into the following tracks:

Scholarship Program Basics

This track is for scholarship professionals who are new to the field of scholarship program administration. Sessions in this track will focus on the basic components of a successful scholarship program. Proposals on any relevant topic are welcome! Topic ideas include:

- Effective Practices for Diverse Programs (including community foundations, small providers, large providers)
- Scholarship Program Lifecycle (including application process, review process, selection process, award process,)
- Laws, Regulations, and Tax Basics (including student financial aid, award packaging, timing, mitigating award displacement)
- Marketing and Communications (including promoting scholarship(s), outreach to high schools and institutions, scholar recruitment)
- Working with Donors
- Scholarship Program Management (including operations, data collection, models, privacy and security, records management, technology)
- Working with Diverse Students (including nontraditional, international, Latino, undocumented, African American, transfer students, first generation, LGBTQ, etc.)
- Fundraising for Scholarships
- Scholar Engagement (including social media)
- Data Privacy and Cybersecurity

Scholarship Program Enhancements and Advanced Topics

This track is for scholarship professionals who would like to enhance their scholarship programs with additional services for students. It is also intended for experienced scholarship providers to explore new trends and policies and their effect on scholarship program administration. Proposals on any relevant topic are welcome! Topic ideas include:

- Student Support Services (including workforce development, mentoring and counseling services, college and career readiness services)
- Innovative Scholarship Programs and Solutions
- Evaluation and Outcome Measurement
- Partnerships and Collaborations (with institutional programs, financial aid offices, government agencies, other providers)
- Board Relations and Board Development
- Alumni Development and Engagement
- Research
- Trends and the Changing Landscape in Higher Education
- Effective Organizational Structure
- Emergency Funding and Microgrants
- Scholarships for Trade Schools
- Advocacy and Lobbying
- Non-Need-Based Scholarship Programs
- 529 Plans as Scholarship Accounts

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Scholarship Programs at Colleges and Universities

This track is for scholarship professionals who work in institutions and those who work in outside scholarship programs who want to learn more from their institutional colleagues. Proposals on any relevant topic are welcome! Topic ideas include:

- Partnerships and Collaborations (with private and public scholarship providers, government agencies, other institutions)
- Building Partnerships between 2- and 4-Year Institutions in Support of Transfer Students
- Scholarship Packaging Philosophies
- Any Basic or Advanced Topics Above for Institutions

Perspectives on Student Achievement

This track focuses on the theme of this year's conference *Expanding Our Perspectives on Student Achievement.* Topic ideas include:

- Non-academic Merit
- Badges/Alternative Credentials
- Scholar Selection Tools and Models

Professional Development

This track is for those interested in professional development. Sessions may not be in the field of scholarship administration but rather applicable across disciplines and transferable to other careers. Proposals on any relevant topic are welcome! Topic ideas include:

- Effective Communication Skills
- Ethics
- Leadership
- Time/Project Management
- Facilitation
- Software Training
- Data Processing
- Personal Branding