

# Families In Global Transition (FIGT) 2015

## Request for Proposals (RFP) Guidelines

*2015 Washington Conference: March 6-8, 2015*

**Deadline: October 7, 2014**

## **Finding "Home": Amidst Global Change**

Our responsibilities as global citizens matter now -- more than ever. As our "global village" is undergoing change at an accelerated pace, finding "home" remains the cornerstone for building a successful life. "Home" is both the brick-and-mortar house we choose to live in and our inner sense of who we are. But how do individuals and families create this sense of belonging when their worlds keep changing?

Researchers, government agencies, mobility experts and expat supporters across all professional sectors are uniquely positioned to help answer these questions. They range from "Where do I belong?" to "What is my role in the world?" Where is "home" for global families during a work reassignment, after an evacuation or financial collapse, when dealing with a divorce or elder care from abroad, or after the return to one's passport country? Where am I from when there's no single place or culture to return to? How can I use my day-to-day experience crossing cultures to contribute to the world in a sustainable way?

FIGT invites you to share your leading-edge research, expertise and experience; raise big questions; and create practical tools for global families -- in all their variations -- to challenge what "home" means and to find belonging in our world today.

## **The FIGT Difference**

Families in Global Transition is a welcoming forum for globally mobile individuals, families, and those working with them. We promote cross-sector connections for sharing research and developing best practices that support the growth, success and well being of people crossing cultures around the world. At its annual conference, FIGT brings together content experts, expatriates and repatriates from NGO, corporate, diplomatic, academic, arts, military, mission and entrepreneurial sectors.

## Request for Proposals

FIGT is seeking session proposals for its 2015 conference in Washington, DC on March 6-8, 2015. The target audience is individuals and families who have undergone an international relocation, and the companies, agencies, researchers and organizations that sponsor and support them.

## Topics, Speakers, Game-changers

The ideal 2015 session topic is directly related to the conference theme, *Finding "Home": Amidst Global Change*. As FIGT is a cross-sector organization, topics concerning both specific sectors and the general audience are welcome. Sessions may be based in quantitative and qualitative research; creative practices; professional and personal expertise.

The ideal session presenter offers original research, or a fresh take on a “foundational” topic (e.g. Third Culture Kids, accompanying spouse support, etc.); can engage audiences; and is willing to interact and share her or his expertise with attendees throughout the conference. Particular preference will be given to competitive proposals that examine the conference theme beyond a Western purview.

Presenters with big ideas and unique perspectives who are just starting to build a track record of public speaking are also strongly encouraged to apply. Each session may have up to two co-presenters.

## Session Formats

<b>Concurrent Sessions</b>	<b>12-15 needed</b>	<b>60 minutes</b>	<b>40-80 attendees</b>
<b>Ignite Sessions</b>	<b>5 - 6 needed</b>	<b>6 minutes - 20 slides at 20 seconds each</b>	<b>200 attendees</b>
<b>Kitchen Table Conversations</b>	<b>8 - 12 needed</b>	<b>2X 25- minutes</b>	<b>15-30 attendees total</b>
<b>Panel Discussions</b>	<b>1-2 needed</b>	<b>45- 75 minutes</b>	<b>40 - 200 attendees</b>
<b>Keynote Speeches</b>	<b>2-3 needed</b>	<b>60-70 minutes</b>	<b>200 Attendees</b>

**CONCURRENT SESSION:** Interactive, practice-based, solution-oriented workshops or presentations that appeal to attendees across sectors. Preference will be given to sessions with original, powerful information, practical resources and/or empowerment tools for families or supporting professionals. Conference attendees choose from 3-4 concurrent sessions occurring at the same time.

**IGNITE SESSION:** Dynamic, structured talks allow presenters to share big ideas quickly to all conference attendees. Each presenter prepares 20 image-based PowerPoint slides, which advance automatically every 20 seconds, to accompany their “story.” Preference will be given to presentations that are engaging, informative, and based on a powerful question/idea, as well as to speakers with robust presentation skills. Ignite Presenters will have the opportunity to engage in smaller group sessions directly after the presentations.

**KITCHEN TABLE CONVERSATION:** Lively, interactive, brief presentations/conversations about a focused, practical topic, designed to expose conference attendees to a range of ideas and presenters. Presenters make a brief (8-10 minute) presentation of their topic, and then engage in a discussion (15-17 minutes). Attendees move from table to table; presenters propose the same conversation twice, to groups of 7-15 attendees each. These are ideal for new and experienced presenters alike.

**PANEL DISCUSSION:** Expert panels can be an effective way to consolidate knowledge and lead a conversation across sectors and areas of experience/expertise. The ideal panel discussion will contain a big question of interest to constituents of all sectors, moderated by an experienced interviewer/facilitator. To propose a panel discussion, please fill out the RFP with your information as well as the information for another panel member; we will follow up with you regarding details on the complete panel.

**KEYNOTE SPEECH:** High-level lecture, presentation or performance, followed by Q&A. Preference will be given to accomplished speakers or performers, with topics that address a universal theme relevant to all conference attendees.

## **Opportunities for Presenters**

By leading a session, presenters have the opportunity to tap into a highly connected consortium of globally minded, cross-sector colleagues and clients. Session presenters will be included in the promotional materials for the conferences as well as receive discounts on conference registration and sponsorship packages.

## **Fees & Expectations**

FIGT is a volunteer-driven, charitable organization recognized under U.S. law. Each year, the Board of Directors and countless member-volunteers contribute hundreds of hours and thousands of dollars to sustain our thriving community and operational infrastructure. All conference speakers and presenters must register for the conference and pay the at-cost registration fee (discounted for “first” or sole presenters). The presenter(s) shall also cover travel and accommodation. All fees and amenities will be published with the acceptance of your proposal.

If you require financial assistance to attend the conference, you may find information about our David C. Pollock Scholarship on our website here:  
[http://figt.org/pollock\\_scholarship](http://figt.org/pollock_scholarship).

## Before You Begin... review all necessary information needed

PLEASE NOTE: This RFP is an online form that must be filled out in one "sitting." Incomplete proposals are NOT SAVED on our server until you hit "submit." We strongly recommend you type out and save your responses in a separate document before you start the RFP online form. Here is a [PDF version](#) of our on-line proposal form.

### To complete your online proposal successfully, please prepare in advance:

- Your session title (160 characters max)
- Contact information and direct social media/website links (if applicable) for each presenter
- A one-paragraph bio for each presenter (100 words max)
- Your session format(s) of choice (all that apply)
- Your academic research findings (if applicable)
  - Your Sample: Who are the participants? Number of participants? How were they recruited to the study? (120 words max)
  - Your Methodology: What tools and measures did you use? (120 words max)
  - Your Findings: Statistical, theoretical and/or practical significance? (120 words max)
- A session synopsis (100 words max)
- Short answer: How specifically does this session relate and contribute to the theme *Finding "Home": Amidst Global Change?* (100 words max)
- Your target audience: Who is most likely to benefit from this session?
- Learning Objectives: By the end of this session, the attendee will [know, understand, have experienced]... (2-4 objectives max)
- Added Value: List ONE concrete printed or digital resource (e.g. research data, practice tool, handout, book chapter, links to additional information, etc.) you will provide each session attendee. (20 words max)
- Credentials for each presenter (if applicable; highly recommended for first-time FIGT presenters)
  - Video/audio link to past presentation/performance you have made (content and video/sound quality will NOT be evaluated)
  - –OR– References: Two people who can vouch for your content knowledge and/or presentation skills (name, email, phone number incl. country code, country)
  
- Headshot/Photo: Please upload a hi-resolution (300 DPI) headshot of yourself.

## Timeline

All conference proposals are due **October 7, 2014**. Accept/decline notifications will be emailed around November 8, 2014.

## **Questions**

Please don't hesitate to contact FIGT's Operations Director, Maureen Gelwicks at [mgelwicks@figt.org](mailto:mgelwicks@figt.org) or 202-360-4916.

**THANK YOU!**