

Request for Proposals Guide

MCAN'S 12TH ANNUAL CONFERENCE

Michigan College Access Network is excited to invite you to share your experience, knowledge, and learnings centered around postsecondary access and success at MCAN's 12th Annual Conference. Professionals in the fields of K-12, adult education, higher education, research, policy, community mobilization, and workforce development will come together on Nov. 8-9, 2023, at the Soaring Eagle Casino & Resort in Mt. Pleasant to connect, learn, and inspire.

We welcome you to submit a proposal from **May 2-July 17**. This guide is intended to support you through the request for proposals process. As you think about your session, consider the following questions:

1. What type of session would be the most appropriate for the content provided?
2. What are the intended outcomes for this session?
3. Who would this session best support?

SESSION FORMATS

Lightning Labs: In this abbreviated session format, participants will experience two labs in one 50-minute session. Presenters will share their work with a small group for 10 minutes, then allow for 10 minutes of questions or feedback. Groups will then rotate to another lab. Presenters will share the same information with two different groups of participants. No formal slide presentation is part of this session format, only printed materials. We recommend one or two presenters for this session format.

Best for: sharing research findings, sharing effective practices, eliciting feedback on an idea or problem of practice

Workshops: This 50-minute session format is intended to be interactive through discussion, activities, small group work, and/or gallery walks. It will allow participants to learn from and through presenters. We recommend one to three presenters for this format.

Best for: case study work, effective practices, systems change, design thinking

Presentations/Panels: This format is designed to share information, learnings, and/or experiences with little or no participant interactivity. A question and answer period is encouraged and embedded in the 50-minute session time. We recommend one to five presenters or panelists for this format.

Best for: panel discussions, information sharing, research findings

INTENDED OUTCOMES

As you prepare for your session, think about key takeaways, calls to action, or tangible next steps for participants that will support Michigan's goal of Sixty by 30 — increasing the number of working-age adults with a postsecondary certificate or college degree from 46.5% today to 60% by 2030.

ATTENDEES

While many sessions will provide important information for all conference attendees, you will be asked to select two groups of participants for whom the session will best serve. When deciding, please consider your intended outcomes to guide your decision.

SUBMIT A PROPOSAL

Learning session proposals must be submitted through our online portal, available through the QR code to the right or at tinyurl.com/mcanrfp2023

Note: While we know presenter information may change, please include as much information as possible. If you have any questions, or need additional information, please contact Jeneen Hatoum, MCAN director of high school innovation at 517.816.7780 or jeneen@micollegeaccess.org.

