



**Chicago Community Gardeners Association
2017 Annual Spring Conference
Saturday, March 25**

Workshop Request for Proposals (RFP)
Deadline January 9, 2017

This Workshop Request for Proposal is intended to explain what we are seeking for Chicago Community Gardeners Annual Conference. Please read this RFP thoroughly. It provides information and instructions on what we are looking for in this year's workshop proposals.

History of CCGA

Our city is home to hundreds of community gardens, and Chicago Community Gardeners Association has created a network of those gardeners that is truly gardener-designed and gardener-led to ensure the sustainability and vibrancy of Chicago gardens for years to come. CCGA is composed of working groups that meet regularly to coordinate garden tours, plan next year's conference, and find solutions to common challenges such as leadership transitions, access to water and land, and community organizing.

Our 5th annual conference will invite gardeners from Chicago's many gardens which are spread throughout Chicago and surrounding areas. The gardens vary greatly in size, style and function from beds of flowers to carefully planned landscapes. Many of the community gardens are ornamental and focus on growing native plants, shrubs and beautiful annual and perennial flowers. Many have allotment plot vegetable gardening and some are memorial or peace gardens. CCGA welcomes people of all ages with a range of interests and experience levels.

Presentations Guidelines

CCGA is seeking proposals for 6 workshops to be presented in two sessions with each presentation given in both time blocks. Presentations must be rooted in current "best practices" for that field.

- Proposals will state the goal of the presentation and describe how it will benefit the audience and community garden network, specifically gardeners may apply what they learn.
- A "how to garden" presentation must have scientific basis and present practical techniques.
- Proposals must describe how presenters will take care to limit cultural appropriation and racial bias, as well as incorporate appropriate current social aspects
- Categories for proposals may also include, but are not limited to, leadership, neighborhood advocacy, organizing strategies, volunteer recruitment and retention, and gardening with children.

Presenter Information

Names, titles, and contact information as well as a brief bio of all presenters must be included with each proposal. References or links to previous presentations are appreciated.

Presentation Title and Description (description should be one paragraph)

Schedule

There will be two sessions: the first at 10:00 – 11:00 am and the second at 11:15-12:15pm.
Expected audience is 35-40 people/session.

My presentation is

- Lecture
- Hands-on workshop
- Demonstration
- Other (please describe)

My presentation requires

- Projector and screen
- Tables
- Chairs
- Printed hand-outs
- Electric access
- Extension cord(s)

Are you available to participate on an afternoon panel (1:00-1:45 pm)? Expected audience is 200 people. The theme for the conference as well as the panel is **Gardeners Grow Communities**. The panel will address this in a positive manner as well as confronting the challenges to achieving a community in an urban setting.

Presenters are typically not paid, but duplication of handouts may be reimbursed by CCGA.

Please contact Breanne Heath (breanne.heath@gmail.com) if you have any questions. You may also refer to <http://chicagocommunitygardens.org/> for more information about Chicago Community Gardeners Association.

Any substitutions must be given in a timely manner and be approved.

All RFP's may be submitted to the Education Committee via email to: education@chicagocommunitygardens.org/

A notification of acceptance will be sent February 1, 2017.