

MVAA's Women Veterans Conference

★★★ 2023 ★★★

Oct. 19–22 | Onaway, MI

UAW Black Lake Conference Center



REQUEST FOR PROPOSALS

The Michigan Veterans Affairs Agency's (MVAA) 2023 Women Veterans Conference will take place **October 19–22 at UAW Black Lake in Onaway, MI.** The conference theme is centered around connection and sisterhood for women who served in the military. We are seeking proposals from organizations that want to volunteer their time to empower women veterans in leadership, self-care, gaining access to state, local and federal benefits, creating a community and anything else that is specific or useful for women veterans.

The purpose of the Women Veterans Conference is to facilitate workshops, discussions and networking opportunities among women veterans. We are hoping to attract presenters who can share their passion and knowledge to inspire women veterans from various backgrounds to connect and network with each other.

PROPOSAL GUIDELINES:

Proposals should address issues relevant to women veterans, including but not limited to:

- Leadership and professional development
- Self-care and wellness
- State, local and federal benefits and resources
- Community building
- Networking opportunities
- Resilience
- Entrepreneurship
- Empowerment
- Advocacy
- Other topics relevant to women veterans

Proposed sessions should be 30–45 minutes if presenting to the attendees, or 1–1.5 hours long if presenting and including an activity. **All proposals must include the following documentation:**

- 1. Cover letter:** Introduction and a brief explanation of the proposal's purpose and expected outcomes. Please include contact information of the primary presenter.
- 2. Proposal summary:** A 500-word summary of the proposed session, including a detailed description of the intended audience, learning objectives and proposed activities.
- 3. Presenter qualifications:** A 250-word bio of the presenter(s), highlighting their relevant experience, education and any prior presentation experience.
- 4. Learning objectives:** A list of 2–3 learning objectives or outcomes of the session.
- 5. Audiovisual needs:** Please indicate any special equipment that will be required.

PROPOSAL DEADLINE:

All proposals **must be submitted by 5 pm EDT on July 31.** Late submissions will not be accepted.

SELECTION PROCESS:

Our review team will review all proposals received and make selections based on how well they align with the conference theme and goals. Notifications of accepted proposals will be sent out via email by August 15.

Many thanks for your interest in presenting at the 2023 MVAA Women Veterans Conference. If you have any questions or concerns, please do not hesitate to reach out to us at HooverE2@michigan.gov.