

**community futures**  
NETWORK OF CANADA



**réseau de développement**  
DES COLLECTIVITES DU CANADA

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## **REQUEST FOR PRESENTERS**

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# **Waves of Change : Oceans of Opportunity**

**COMMUNITY FUTURES**

**NATIONAL EVENT 2012**

**Thursday, May 31<sup>st</sup> to Friday, June 1<sup>st</sup> 2012**

**World Trade and Convention  
Centre**

**Halifax, Nova Scotia**

[www.communityfuturescanada.ca/nationalevent](http://www.communityfuturescanada.ca/nationalevent)

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## **BACKGROUND - COMMUNITY FUTURES NETWORK OF CANADA**

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Community Futures is a community driven economic renewal initiative that is assisting Canada's rural communities to develop and implement innovative strategies for dealing with a changing economic environment. It is the largest, most well-established national community economic development movement in Canada. Our network of 269 Community Futures Development Corporations (CFDCs) and Community Business Development Corporations (CBDCs) spans the country, from British Columbia's Queen Charlotte Islands in the west to Newfoundland and Labrador's Conception Bay in the east, and from Resolute Bay in Nunavut to Pelee Island at the southernmost tip of Ontario.

At the heart of the Community Futures approach is a firm belief that the most effective process for achieving economic renewal and growth comes from within the community. Since 1985, the Community Futures program has been bringing together thousands of people in villages, towns, and small cities across Canada to create new economic opportunities in the communities where they live. Each year, more than 5,000 volunteers contribute hundreds of thousands of hours in helping Community Futures create a stronger, more sustainable economy in rural Canada.

Today, there are provincial and territorial Community Futures associations across Canada, as well as two regional associations in Western and Atlantic Canada. These associations work on behalf of their member CF/CBDCs to access the resources they require to be effective in their local community economic development initiatives.

The Community Futures associations also serve as catalysts in developing and promoting strong partnerships between key stakeholders involved in the community economic development process.

Community Futures organizations have also come together nationally to form the Community Futures Network of Canada, a national network representing nine provincial and two territorial associations across Canada. Established in May 2000, the Community Futures Network of Canada works on behalf of its members to raise general awareness of the members and its programs and services, and to facilitate the exchange of information between communities and participants across the country.

For more information on the Community Futures Network of Canada, go to [www.communityfuturescanada.ca](http://www.communityfuturescanada.ca).

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## CONFERENCE OVERVIEW

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Every three years, the Community Futures Network of Canada Group organizes a National Event that brings together representatives from the Community Futures network and its partners from across Canada. The National Event incorporates an agenda that is designed to foster volunteer board and professional staff development and strengthen the capacity of the Community Futures network.

The National Event 2012, entitled “Waves of Change:Oceans of Opportunity”, will be held at the World Trade and Convention Centre, Halifax, Nova Scotia from Wednesday, May 30<sup>th</sup>, 2012 to Friday, June 1<sup>st</sup>, 2012. The event will bring together more than 600 community volunteers and professional staff from the 269 CF/CBDCs across Canada, as well as federal government ministers, senior level decision-makers from all levels of government and representatives from a variety of other rural and community-based agencies and organizations involved in a wide range of community development activities.

The conference plenary sessions, workshops and roundtables will be designed to explore ideas and provide insights on the following themes:

1. Board Practices
2. Operational Practices
3. Community Economic Development Practices

All conference sessions and keynote addresses will have simultaneous French and English translations.

For more information on the National Event 2012, go to [www.communityfuturescanada.ca/nationalevent](http://www.communityfuturescanada.ca/nationalevent).

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## WORKSHOPS

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Six concurrent workshops (two of each of the three themes) will be offered in four time slots two (2) on Thursday, two (2) on Friday.

For each theme, there will be one workshop with a speaker (s) making a presentation, and one workshop with a facilitator in a discussion group format.

Workshop proposals should address one of the three (3) themes at the event, which have been designed to augment the broader National Event theme.

## **Workshop Themes for the National Event 2012:**

### 1. Board Practices:

- Management and Leadership- how to be a top performer
- Succession Planning – Is your organization ready for the Future?
- Effective Governance: The Roles and Responsibilities of Board Members

### 2. Operational Practices:

- Things your Lawyer won't tell you
- Business Counseling Essentials
- Management and Leadership – How to be a Top Performer

### 3. Community Economic Development (CED) Practices:

- Rural Vitality: From Surviving to Thriving
- Business Retention and Expansion: How to identify actions that will help local businesses maintain existing jobs and create new ones.
- Rural Canada: Doing Business with a Smaller and Older Population

Proposals must also address the following elements:

- What are the practical examples and experiences you can showcase?
- What transferable lessons can be drawn from these examples and experiences?
- What are the implications and relevance to our communities?

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## **SUBMISSION GUIDELINES**

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To submit a workshop proposal for the National Event 2012, please complete the enclosed template. A copy may also be found at [www.communityfuturescanada.ca/nationalevent](http://www.communityfuturescanada.ca/nationalevent) → Workshops → Workshop Proposals.

Should you have any questions or require assistance regarding submissions please contact Jacqui Sullivan, Event Coordinator (416-595-1414 x222 or by email at [jacqui@absolutevents.com](mailto:jacqui@absolutevents.com))

Detailed submissions are due no later than **4:00 p.m. AST, October 14<sup>th</sup>, 2011.**

While we greatly appreciate all submissions, there is limited space available at the conference. All submissions will be acknowledged. Workshop proposals will be evaluated by a committee based on relevance of the proposal to the broader National Event theme and to its audience. You will be notified of the status of your application during the week of **October 28, 2011.**

***Thank you for your interest in the National Event 2012!***

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# WORKSHOP PROPOSAL FORM

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**Instructions:** Please fully complete all the questions below. The selection of sessions will be primarily based on the information you provide here, and on the techniques used to enhance participation in your session.

**DEADLINE FOR PROPOSALS: October 14<sup>th</sup>, 2011**

**1. Presenter(s):** Workshops should not have more than two presenters. The first person listed will be considered the primary contact.

**Presenter 1**

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address (including Postal Code): \_\_\_\_\_

Phone: Office: \_\_\_\_\_

Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

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**Presenter 2**

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address (including Postal Code): \_\_\_\_\_

Phone: Office: \_\_\_\_\_

Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

**2. Proposed Title of Workshop:** This will be used in our National Event program, so it should be descriptive and catchy.

**3. Brief Description of the workshop** (this is the description which will be used for the program if your workshop is selected; please use 50 words or less):

**4. Language of Presentation:**      English      French      Either

**5. Identify the National Event Theme to which your session belongs:**

Board Practices: \_\_\_\_\_

Operational Practices: \_\_\_\_\_

Community Economic Development (CED) Practices: \_\_\_\_\_

**6. How would your session contribute to the overall National Event goals of contributing to skills development, networking, best practices and information sharing among CF/CBDC staff and board volunteers; identifying new opportunities for local or regional partnership projects; learning about enhanced service delivery options for clients; encouraging collaboration amongst CF/CBDCs?**

**7. Briefly describe the participatory learning techniques/methods you would use to conduct the session:**

**8. Have you previously given this or a similar presentation? \_\_\_Yes \_\_\_No**

If yes, please provide the following information on the organization to which you presented the session:

Contact Name, Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Organization/event: \_\_\_\_\_

Date of session: \_\_\_\_\_

**9. What are your Audio-Visual or Technology Requirements?**

- Laptop
- Overhead
- DVD Player
- Projector
- Flipchart
- Television
- Sound
- Wireless Mic
- WiFi Internet
- Other

## 10. Financial arrangements:

The National Event 2012 is a non-profit event and as such, speaker costs are one of the considerations in the decision-making process. Presenters originating from a CF/CBDC may be eligible for a \$100 discount off their \$450 conference registration fee (early bird fee), and no other costs. Presenters originating from government organizations are NOT eligible for fees or costs.

For those from non CF/CBDC and non-governmental organizations only: Are you requesting any of the following, and if so, what amount? - This must include all presenters if applicable.

	Presenter 1	Presenter 2 (if applicable)
Honorarium/fee requested	\$	\$
Travel expenses (Please provide details) *Best economy rates only	\$	\$
Accommodations while Traveling	\$	\$
Accommodations required at conference Site	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other (Please specify)	\$	\$
Total	\$	\$

Be specific as these expenses will form the basis of a contract for your services. We will not pay more than the total given, and will only reimburse for expenses based on best economy rates.

**12. Presentations: An electronic copy of your presentation *must* be submitted with this completed form, so the committee can clearly assess the relevance of your session to meet our objectives.**

**13. Time slot:** Please indicate with 1 for your first choice, 2 for second choice and so on, which time slot you would prefer for your presentation(s):

Thursday, May 31, 10:30 a.m. \_\_\_\_

Thursday, May 31, 3:00 p.m. \_\_\_\_

Friday, June 1, 10:30 a.m. \_\_\_\_

Friday, June 1, 2:30 p.m. \_\_\_\_

This form can also be found on-line at:

[www.communityfuturescanada.ca/nationalevent](http://www.communityfuturescanada.ca/nationalevent) → Workshops → Workshop Proposals.

Submit the completed form to: Jacqui Sullivan, CF National Event 2012  
c/o Absolute Conferences & Events Inc.  
144 Front St. W., Toronto, ON M5J 2L7  
Email: [jacqui@absolutevents.com](mailto:jacqui@absolutevents.com)