This is your opportunity to get involved and join the Society for Financial and Career Consulting Professionals “SFCCP” at its 2024 Conference in Oklahoma City on September 16 – 18, 2024! Speakers, attendees and members, typically professionals in the financial and career consulting industry who are eager to engage in networking opportunities, gain further education, receive support, contribute to advocacy efforts, and uphold standards of professionalism and excellence within the field, travel from all over the Continental United States to attend.

Top of Form

**Request for Proposal (RFP) Submission At-A-Glance**

* Proposal must be submitted by March 15, 2024
* Proposal submitted electronically to [Office@SFCCPNetwork.org](mailto:Office@SFCCPNetwork.org)
* Committee proposal selections announced by March 29, 2024
* PowerPoint and supporting materials content submitted by Augst 15, 2024

**SFCCP Conference Program Content Guidelines**

The SFCCP Conference Planning Committee is inviting proposals for sessions that bring forth innovative concepts, exemplify effective practices, share valuable strategies, and impart lessons learned to enhance the knowledge and skills of participants.

We are particularly interested in interactive sessions that demonstrate the practical application of the ideas presented. This emphasis stems from feedback received from previous participants who expressed a desire for increased opportunities to actively engage and connect with others. SFCCP envisions these meaningful interactions taking place within concurrent sessions, and facilitators are encouraged to go beyond traditional "presentations" to ensure a dynamic and engaging session throughout.

Special consideration will be given for proposals that align with these ten learning topics chosen by the SFCCP Conference Planning Committee:

* Affordable Housing
* Reintroduction into Society
* Banking/Community Reinvestment Act
* Reverse Mortgages
* Estate Planning (Especially related to Low/Moderate Income Families)
* Persons with Disabilities
* Collaborative Partnerships
* Taxes
* Grants
* Minority Business Enterprises

Finally, SFCCP conference sessions will be **50 minutes** long for all sessions.

Sessions are ideally led by no more than **one to two co-facilitators** and proposals panel sessions are include a minimum of 3 with a maximum of 5 panel members.

**RFP Submission Guidelines**

* The attached Request for Proposal form must be used for all submissions.
* Proposals should not include per diem, honoraria, or expenses.
* If selected as a session facilitator, agreement to provide electronic copies of slide deck and distributed materials for the session by August 15, 2024, is required so participants can electronically access session content prior to arrival at the conference.
* If selected as a session facilitator, agreement for all facilitators to register for training conference by August 15, 2024 is required (at a reduced rate of $289). By agreeing to present, you are agreeing to these terms.
* If you list panel members to participate in a session panel members will be required to register for training at the conference by August 15, 2024 (approved panel members will receive a $50 conference credit)
* Sales “pitches” of any sort are discouraged.
* Session material should be original; otherwise, sources are to be referenced.

**The RFP Evaluation Process**

SFCCP Conference Planning Committee members will evaluate all proposed sessions based on the following criteria:

* Overall quality
* Relevance to conference participants
* Well-defined focus
* Practical application of learning content
* Timeliness of the topic
* Diversity and balance of topics
* Facilitator skill set



**Proposed Session Title**

*(Think creatively, possibly relating the session title to the conference theme, “Everything’s Going My Way!”)*

Click here to enter text.

**Brief Session Description**

*(25-word session summary)*

Click here to enter text.

**Detailed Session Description**

*(100-word detailed session description, including one to four learning objectives; for example, complete the sentence: “As a result of their engagement, participants will . . .”)*

Click here to enter text.

**Facilitator Biography**

*(100 words or less; include one for each of the session co-facilitators if more than one)*

Click here to enter text.

**Alignment with the top ten learning topics chosen by SFCCP**

*(Identify which of these ten topics your content aligns – see above. If it does not align, simply write “Other” and specify the topic area)*

Click here to enter text.

**Facilitator Contact Information**

**Lead Facilitator**

**Name**: Click here to enter text.

**Title**: Click here to enter text.

**Organization**: Click here to enter text.

**Address**: Click here to enter text.

**Phone number**: Click here to enter text.

**e-Mail Address**: Click here to enter text.

**Co-Facilitator (if applicable)**

**Name**: Click here to enter text.

**Title**: Click here to enter text.

**Organization**: Click here to enter text.

**Address**: Click here to enter text.

**Phone number**: Click here to enter text.

**e-Mail Address**: Click here to enter text.

**Panel Member Contact Information**

**Name**: Click here to enter text.

**Title**: Click here to enter text.

**Organization**: Click here to enter text.

**Address**: Click here to enter text.

**Phone number**: Click here to enter text.

**e-Mail Address**: Click here to enter text.

**Name**: Click here to enter text.

**Title**: Click here to enter text.

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**By submitting this proposal, I agree that I will register for and am available to facilitate any time during the conference, September 16 – 18, 2024.**

Choose an item.