

#2022GRSummit Workshop Proposal Submission Guide

Workshop proposals must be submitted by noon on Monday, April 4, 2022, at www.grandrapidsmi.gov/summit



The Grand Rapids Neighborhood Summit is a transformational day-long learning experience centered around Summit's core values of resident voice and racial equity. Summit brings Grand Rapids residents and stakeholders together to learn, strategize and connect to strengthen neighborhoods and belonging in community, with the overall goal to make Grand Rapids a more equitable place for all to live, work and play.

This year's theme is *Building Equitable and Healthy Communities* with workshops aligning to topics on the social and political determinates of health. This theme was inspired in part by the recent resolutions declaring racism as a public health crisis in Grand Rapids and in Michigan, and by our community's desire to undo racism and heal the harm it causes.



Summit continues to be one of the most diverse learning events in Grand Rapids across race, ethnicity, gender identity, and age, and appreciation for this inclusive space consistently ranks as one of the top themes of event evaluations each year. Summit brings people together from all walks of life, lived experience, 33 neighborhoods and from so many different sectors ranging from corporations to grassroots movements, from early childhood to higher education, from government and business to nonprofits.



To maintain that energy and be safe, we will host approximately 500 in-person attendees which is less than half capacity of location. There will also be an on-line option. We moved the date to May with the hopes of warmer weather to have some activities outdoors.

Additional 2022 highlights include Spanish workshops, the return of Kids Summit for our five to 12 year-olds, and a separate *Summit Marketplace Park Party* event on July 16th at Garfield Park featuring family activities, BIPOC vendors, City and community resource tables and engagement opportunities.



Grand Rapids Neighborhood Summit

Saturday, May 21, 2022

8 a.m. to 4 p.m.

Downtown GVSU Pew Campus

Community Celebration immediately following until 5:30 p.m.

Benefits to Workshop Presenters

- ❑ Connect with community, facilitate meaningful conversations, and co-learn
- ❑ Free Summit T-shirt
- ❑ Recognition in the printed and digital program book
- ❑ Social media promotion of workshop and presenters with organizations tagged
- ❑ Breakfast and lunch at the event
- ❑ Written feedback on your workshop from evaluations
- ❑ Full Summit benefits such as Public Thread bag, free and full access to Summit outside of the hour presenting the workshop – such as other workshops, keynote speaker, resource tables, Community Celebration, photo booth and more.

We currently do not have the resources to pay workshop presenters. If this situation changes, we will follow up with presenters who are presenting outside of their paid work roles.

Workshop Presenter Eligibility and Resident Voice Guidelines

As aligned to GVSU policy to keep community, students, staff and faculty safe, Summit workshop presenters:

- ❑ Must be fully vaccinated against COVID-19 at the time of Summit (May 21, 2022)
- ❑ Be prepared to show proof of vaccination upon arrival to the check-in area
- ❑ Must wear mask fully over nose and mouth while indoors

Additional Workshop Notes:

- ❑ Workshops presented or co-presented by Grand Rapids residents will be prioritized.
- ❑ Workshop titles, descriptions and content should be written and delivered in accessible everyday language to maximize accessibility for all.
- ❑ Workshops must include opportunities for audience to speak and engage with one another. Presenters should center and promote resident voice by asking themselves:
 - Are there Grand Rapids residents that can present or co-present on this topic?
 - Are the main workshop presenters diverse in terms of race and ethnicity?
 - How can the workshop be formatted to promote workshop attendees (who are mostly residents) to share their experiences, solutions, or ideas?
 - How might the workshop be structured so workshop attendees meet/build relationships with other workshop attendees?

Workshop Racial Equity Guidance

Summit acknowledges that Grand Rapids, as most cities across this country, has systemic and institutional racism woven throughout its history and current reality. There are significant disparities for every quality-of-life measure. Racial Equity is the end goal when one's race is not a predictor, in a statistically sense, for one's access to opportunity. Racial Equity is also an approach to reach this goal by disaggregating data by race/ethnicity, shifting power, policy change, and targeted strategies in support of those furthest away from opportunity to achieve the universal goal for the broader community. Workshops proposals that clearly center and embed a racial equity lens will be prioritized. Here are a few reflection questions to consider:

- ❑ What does the data, disaggregated by race and ethnicity, tell us?
- ❑ What demographic is experiencing the worst outcomes?
- ❑ How can this workshop center this demographic in terms of presenting and solutions?
- ❑ How might focusing targeted supports around those positioned furthest from opportunities help advance the universal goal of all communities thriving?

Tentative Schedule for May 21, 2022

- 8:00 a.m. Check-In, Community Resource Tables, Breakfast snacks
- 9:00 a.m. Opening Anishinaabe Presentation and Welcome; Overview of Day
- 9:45 a.m. Keynote Presentation
- 10:30 a.m. Workshops
- 11:30 a.m. Lunch, Community Resource Tables & Activities
- 1:00 p.m. Workshops
- 2:10 p.m. Workshops
- 3:20 p.m. Resident Leadership Recognition, Raffle Drawing and Closing Remarks
- 3:50 p.m. Closing Anishinaabe Presentation
- 4 p.m. – 5:30 p.m. Community Celebration

Workshop Details

- ❑ Each workshop is 60 minutes
 - 5 minutes: Workshop Host volunteer to review community agreements, give evaluation reminder and introduce presenters.
 - 52 minutes: Workshop
 - 3 minutes: Workshop Host volunteer to give announcements, reminders and to give attendees to write their evaluations before leaving.
- ❑ Workshops should be structured to foster communication among attendees, include time for Q&A and discussion, and be engaging for both online and in-person attendees.
- ❑ Be mindful and inclusive of virtual attendees who will be listening and typing in the chat. The Workshop Host volunteer will monitor the chat and assist with technology. Use of microphones by presenters and audience members sharing helps with online inclusion. Virtual breakout rooms will not be available.
- ❑ All workshop rooms have a computer, projector, screen, internet, technology to connect virtual attendees, white board, and dry erase markers. It is the responsibility of workshop presenters to arrive at least 10 minutes early to upload their presentation, test audio and visuals, and set up the room as needed. Workshop Host volunteer will be there to assist.
- ❑ To maximize visual accessibility, text on slides should be at least 24 size font and text on printed handouts should be at least size 13.
- ❑ Brief bios (100 words or less) and high-resolution photo (doesn't need to be a professional headshot) of each presenter is needed by **April 15, 2022**. A group photo with all presenters and a group collective bio is acceptable in lieu of individual photos/bios. Photos and bios will be shared on social media and webpage to promote workshop and Summit.
- ❑ Workshop must include at least one handout with resources on the topic and for continued learning or connection within community. Workshop presenters should bring at least 50 copies of this handout and other materials needed to distribute and facilitate. If printing support is needed, email summit@grcity.us with materials **no later than May 13**. Note that virtual participants won't have handouts until after the event.
- ❑ The final PowerPoint Presentation and all handouts should be emailed to

summit@grcity.us immediately following the event, but no later than May 23rd so materials can be uploaded as a PDF to the Summit webpage for broader access.

- ❑ All workshop presenters must register for Summit at www.grandrapidsmi.gov/summit as a speaker for in-person participation.

The 2020 Theme: Building Equitable and Healthy Communities

An equitable community is a healthy community where all people can thrive. Racism, in all its forms, is a threat to the health of all of us. In fact, racism has been declared a public health crisis here in Grand Rapids, in the state of Michigan and in communities across the country. This year's theme is a call to educate ourselves and take action within our spheres of influence to advance policies, practices and efforts that fosters equity, justice and belonging in our neighborhoods, social and family circles, organizations and city. Workshop tracks are based on social determinants of health (SDoH) and political determinants of health (PDoH).

SDoH are conditions in the places where people live, learn, work, and play that affect a wide range of health and quality-of life-risks and outcomes. These circumstances are shaped by the distribution of money, power, and resources at global, national, and local levels. The World Health Organization states SDoH are mostly responsible for health inequities – the unfair and avoidable differences in health status seen within and between countries. The five key areas of [SDoH](#) are: 1. Healthcare Access and Quality, 2. Education Access and Quality, 3. Social and Community Context, 4. Economic Stability, and 5. Neighborhood and Built Environment.

PDoH involve the systematic process of structuring relationships, distributing resources, and administering power, operating simultaneously in ways that mutually reinforce or influence one another to shape opportunities that either advance health equity or exacerbate health inequities. The three key areas of [PDoH](#) are: 1. Voting (ie. registration and turnout, suppression tactics, and laws), 2. Government (ie. Understanding decision-making power and process, and investment value), and 3. Policy (ie. How to effectively advance equitable policy).

Workshop Track Descriptions

As you create your workshop proposal, please indicate which workshop track below with which it best aligns. Workshops that don't align will still be considered, however, aligned workshops will be prioritized. The goal of each workshop is to increase awareness of the topic and strategies attendees can explore to make positive change in their spheres of influence. Examples given in the descriptions are not all inclusive, so please feel free to be creative.

1. Healthy Neighbors - reflects the connection between a person's access to and understanding of health services and their health. This domain includes but is not limited to topics such as access to health care, dental and vision care, primary care, health literacy and traditional health practitioners such as midwives, doulas, naturopaths, acupuncture, herbalists and traditional healing methods. This track also invites hands-on workshops to practice wellness and mindfulness.

- 2. Social & Community Connectedness** - reflects the connection between aspects of a person's social environment (e.g., social support, family circumstances, and community engagement) and their health, well-being, and sense of belonging. This domain includes but is not limited to topics such as social cohesion, participation in social clubs and groups, neighbors knowing and supporting each other, how to support neighbors returning to community after incarceration, mutual aid and identifying and addressing discrimination in our everyday lives.
- 3. Educational Equity & Inclusion** - reflects the connection between aspects of a person's education and their health and well-being. This domain includes but is not limited to topics such as culturally responsive curriculum and staff, school push-out/dropout prevention, high school graduation, college readiness, embedding equity and anti-racism in school policy and offerings, Native education treaty rights, early quality learning opportunities, health and safety of students, restorative circles & other alternative to suspensions, and targeted supports for students learning English, newly arrived to the United States and those who face inequitable educational outcomes and representation.
- 4. Safe Neighborhoods** - reflects the connection between where a person lives (e.g., housing, neighborhood, and environment), their sense of safety and their health and well-being. This domain includes but is not limited to topics such as access to healthy food, quality and affordability of housing, crime and violence prevention, and environmental conditions (e.g. pollution lead in soil, etc.). This track also invites workshops that explore the emotional and psychological safety of neighbors (e.g. bias crime reporting and harassment) and strategies to foster safety while also strengthening community connectedness.
- 5. Economic Stability** - reflects the connection between a person's financial resources and opportunities (e.g., income, wealth creation, cost of living, and socioeconomic status) and their health. This domain includes but is not limited to topics such as food sovereignty and security, root causes of poverty, hiring residents, employment, affordable workforce development training, housing stability, entrepreneurship support, co-housing, roots of capitalism, financial resources for residents and businesses, etc.
- 6. Advocacy & Policy Change** – reflects the connection between voting, effective advocacy strategies for equitable policies, and power analysis of government (local, county, state and federal) decision-making to increase navigation and identify areas in need of systemic change. This domain includes but is not limited to topics such as voter rights, identification of voter suppression efforts and ways to resist, voter turnout strategies, state and local redistricting, centering equity in community organizing efforts, how local ordinances (laws) are passed, core function and services of government, etc. No endorsement of any political candidate nor lobbying on pending state or federal legislation is allowed. Education on legislation and how it may impact community is allowed and encouraged.

Workshop Content

The workshop proposal form will ask for the following:

- 1. Workshop Title (20 words or less)**
If the workshop will be presented in Spanish, write the Workshop Title in Spanish
- 2. Workshop Description (120 words or less)**
Please avoid sector jargon and acronyms. If the workshop will be presented in Spanish, write the Workshop Description in Spanish.
- 3. List key workshop learning objectives. Please be specific.**
List specific skills, content, and/or strategies workshop attendees will learn in this workshop.
- 4. Describe how your proposed workshop supports Summit's values of Resident Voice and Racial Equity.**
- 5. Are there any local, state or national policy implications connected to this workshop topic that residents can engage? If so, please list and give a brief description.**
- 6. How will this workshop incorporate the theme: Building Equitable and Healthy Communities?**

Workshop Track Categories

You may select up to 2 Workshop Tracks with which your proposed workshop aligns. Your workshop does NOT have to fall within a workshop track category to be considered.

- Healthy Neighbors**
- Social & Community Connectedness**
- Educational Equity & Inclusion**
- Safe Neighborhoods**
- Economic Stability**
- Advocacy & Policy Change**
- Proposed workshop is not aligned to Workshop Tracks**

Workshop Room Set-Up Preference

Please select all the room types that will work for your workshop. (Required)

- Case Room (Fixed seating & fixed tables in a half circle. Each row is elevated higher than the one before. Space to move around.)**
- Lecture Hall (Fixed seating in rows, No tables. Movement is somewhat limited.)**
- Loosemore Auditorium (Fixed seating in rows. Space to move around if needed.)**
- Classroom (Movable tables and chairs. Space to move around.)**
- Any room will work. Please schedule my workshop wherever is works best for Summit!**

Workshop Presenters

You can have up to 5 presenters/panelist/speakers. You will need to enter the number of presenters and the following for each person: if they are Grand Rapids resident or not, their email address and phone number, organization they are representing & organization website (if applicable) and optional demographic information.

1. How many presenters will your workshop have?

(Each workshop can have up to 5 presenters/panelists. Workshop Presenter 1 will be the liaison between the workshop team and the Summit Planning Team.)

- 1
- 2
- 3
- 4
- 5

The form will prompt you to enter the following for each presenter:

2. Full Name (Required)

Write exactly as the person wants their name listed in the program.

3. Does this person live within the city limits of Grand Rapids? (Required)

- Yes – This person LIVES within the city limits
- No – This person lives OUTSIDE the city limits

4. Email Address (Required)

5. Phone Number (Required) (Enter in this format: XXX-XXX-XXXX)

6. If this person is representing an organization or group, please list organization/group (if applicable)

7. Organization/group website (if applicable)

8. T-Shirt Size

No workshop will be declined based on demographic responses. We request this information so we can take additional steps in outreach to ensure the overall workshop line up is reflective of the community.

9. Gender Identity (Required)

- Woman
- Man
- Non-binary
- Prefer not to say
- My Gender Identity is Not Listed

10. Ethnicity (Required)

- Latino/Latina/Hispanic/Latinx
- NOT Latino/Latina/Hispanic/Latinx
- Prefer not to say

11. Race(s) Select all that apply. (Required)

- African American/Black
- Asian/Indian Subcontinent
- Native American/American Indian/Alaska Native
- Native Hawaiian or Pacific Islander
- White
- Prefer not to say
- My Racial Identity is Not Listed

12. Age Range (Required)

- Under 13 years of age
- 13 – 17 years old
- 18 – 24 years old
- 25 – 35 years old
- 36 – 49 years old
- 50 – 69 years old
- 70 years or older
- Prefer not to say

13. Select your T-shirt size (Required)

- XS
- S
- M
- L
- XL
- XXL
- XXXL
- My size is not listed (please write your size): _____

Understanding & Agreements

Please read and select “I Understand & Agree” for each statement to indicate you understand and agree to the following statements.

I agree to email summit@grcity.us a high-resolution photo and a brief bio (100 words or less or each of the presenters by April 15, 2022. If there is more than one presenter for the workshop, a group photo of all the presenters with a group bio is acceptable in lieu of individual photos/bios. The photo(s) and bio(s) will be shared on social media to promote the workshop and event. (Required)

- I Understand & Agree

I agree to have all PowerPoint text at a minimum of 24-point font size, all handouts with a minimum 13-point font size, and both in a font style that is easy to read. (Required)

- I Understand & Agree

I agree to email summit@grcity.us the one-page handout by May 13, 2022, *if* I need the City to print the handout for distribution. If the handout is not emailed by May 13, 2022, I understand that it is my responsibility to bring at least 50 copies of the handout for distribution at Summit. (Required)

- I Understand & Agree

I agree to email summit@grcity.us my final PowerPoint presentation and handouts by Monday, May 23, 2022, for them to be uploaded to the Summit website after the event. (Required)

- I Understand & Agree

I agree that all workshop presenters will formally register for Summit as a “Speaker” once registration opens, but no later than May 7, 2022. If there is more than one presenter, the workshop liaison (workshop presenter 1) will follow up with co-presenters to confirm registrations are complete. (Required)

- I Understand & Agree

I understand that each workshop room will be provided with dry-erase markers, marker board, internet, a computer, projector, screen and microphone. If any additional materials are needed, it is the responsibility of the workshop presenters to supply those materials. (Required)

- I Understand & Agree

I agree to bring my presentation on a USB drive with me to my assigned workshop room, at least 10 minutes prior to the start of the workshop, to load up the presentation and to test the technology. A volunteer will be present to assist as needed. (Required)

- I Understand & Agree

All presenters confirm they are fully vaccinated against COVID-19 (or will be by May 21, 2022), will be ready to show proof of vaccinations upon arrival, and will fully wear a mask over nose and mouth while indoors at Summit. (Required)

- I Understand & Agree

Select the “SUBMIT” button

Select Submit to submit your workshop proposal. A PDF copy of your responses will be emailed to workshop presenter 1.

- You will be notified by April 8, 2022, if your workshop was selected. In some cases, the notification may be a request for clarification or more information.

Thank you for your support of community and the 2022 Grand Rapids Neighborhood Summit. You are appreciated.

#2022GRSummit Workshop Proposal Form

Click [here](#) to submit your proposal and be sure to follow us on Facebook at www.facebook.com/GRNeighborhoodSummit and learn more at www.grandrapidsmi.gov/summit.