



# BUSH FOUNDATION

## **bushCONNECT 2018 – Recruitment and Programming Partners Information Packet October 2017**

Applications open October 3 – November 2, 2017 (closes at noon Central)

*This information packet covers the topics listed below. To apply or find additional information, please visit <http://bfdn.org/BCPartners>*

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## **Overview of bushCONNECT**

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bushCONNECT (bushCON) is a leadership networking event that builds stronger and more meaningful connections among leaders in Minnesota, North Dakota, South Dakota and the 23 Native nations that share the same geography.

bushCON will be held at the Guthrie Theater in Minneapolis on Monday, October 1, 2018. This full day of events brings together nearly 1,200 people from across our region for a day of inspiring talks, engaging small-group sessions, conversations with community leaders and interactive networking experiences. The goal? To inspire, equip and connect leaders for success.

In order to create the best bushCON yet, we need a diverse network of recruitment and programming partners.

## **What we fund**

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*Recruitment Partners:* Organizations connected to leadership networks that reflect the region's diverse sectors, geographies and cultures. Recruitment partners receive funds to promote bushCON to leaders who might not otherwise know about the event. Each partner is expected to successfully recruit, register and engage 15 to 25 people. Funds may be used to cover staff time, travel expenses, promotional materials and/or cohort networking events before or after bushCON.

*Programming Partners:* Organizations that know how to produce engaging event programming that inspires, equips and connects people to more effectively lead change in their communities. bushCON programming partners receive funds to develop content for and host their proposed sessions. These funds may be used to cover staff time, speaker fees and travel expenses, and/or session materials, etc.

## **Eligibility and Selection Criteria**

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For more information or to talk to someone on the bushCON team, call 651-379-2247 or email [bushCON@bushfoundation.org](mailto:bushCON@bushfoundation.org).

### **Eligibility**

1. Partner organization must be from Minnesota, North Dakota, South Dakota or one of the 23 Native nations that share the same geography.
2. Organizations that are LLCs, 501(c)(3) public charities and government entities (including schools) are eligible to be either a bushCON recruitment or programming partner. Groups of organizations (such as coalitions or collaboratives) are eligible to apply, but only one organization may receive the grant or contract.
3. The Foundation accepts applications from fiscal sponsors. The fiscal sponsor organization must submit the grant application and, if the grant is approved, becomes the grantee and receives the funds. The Foundation [fiscal sponsorship overview](#) provides additional information.

## **Selection Criteria**

Recruitment Partners must demonstrate:

- Ability to recruit, register and support a diverse cohort of 15 to 25 leaders to attend bushCON. We are particularly interested in connecting with more people of color and more people who work in business and in the public sector.
- Willingness to meaningfully engage their cohort before, during and after bushCON.
- How their cohort will benefit from bushCON and how bushCON will benefit from their cohort.

Programming Partners must demonstrate:

- How their proposed bushCON session will inspire, equip and connect people to lead change in their communities. This year, we are specifically interested in including sessions that address how to work across differences.
- The ability to engage session attendees in conversation and/or participation.
- The ability to recruit diverse and expert session presenters.

## **Selection Process and Timeline**

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**The application deadline is Thursday, November 2, 2017 at noon Central.**

Recruitment partners: Representatives from the Bush Foundation will review applications and select partners based on eligibility and criteria.

Programming partners: Representatives from the Bush Foundation, along with a few external stakeholders, will review applications and select partners based on eligibility and criteria.

Deadlines and Dates:

November 2, 2017 – Partner application deadline

December 18 – 22, 2017 bushCON Applicants Notified of Selections

February 2018 – day long partner meeting (Minneapolis)

August 2018 – day long partner meeting (Minneapolis)

September 30, 2018 = bushCON 2018 Welcome Reception (Minneapolis)

October 1, 2018 – bushCON 2018! (Minneapolis)

## **Working Together**

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We hope to build a supportive relationship with and among its bushCON partners.

Partners can expect:

- The opportunity to co-create an amazing and meaningful event experience for leaders across the region.
- The opportunity to network and shape this event with a broad array of colleagues in the area.
- Templates, timelines and training to support your work on this event.
- A team of dedicated event professionals that will respond to your requests and questions in a timely manner.

We expect partners to:

- Attend two full-day bushCON partner meetings — one in February and one likely in August — at the Guthrie Theater in Minneapolis. These in-person meetings will serve as a connection point

for partners to get to know one another, increase their understanding of the event, offer input on the event, collaborate with one another and build valuable skills. We want all partners to be active participants in the collaborative process of co-creating bushCON, both offering and being open to feedback from other partners.

- Participate in monthly check-in calls with the bushCON team and connect online as necessary with other partners in order to share ideas and updates across projects, communicate about key details and learn the latest developments.
- Appoint a staff person from your organization as your primary point of contact for bushCON.
  - For recruitment partners, this person will be responsible for managing cohort outreach and communication, registration, travel arrangements, etc.
  - For programming partners, this person will be responsible for providing all session information and coordinating development of session content.
- Meet set deadlines and respond to inquiries from the bushCON team in a timely manner. Act as a bushCON ambassador.

### **How to Apply**

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**We will accept applications for both recruitment partners and programming partners until Thursday, November 2, 2017 at noon Central.** We use an online application system. We understand this may present a barrier to some applicants, and we will make reasonable efforts to accommodate particular needs on a case-by-case basis. Please contact us as soon as possible, but no later than one week before the application deadline, to discuss your specific circumstances. We cannot make accommodations after the application deadline.

### **bushCONNECT Recruitment Partner**

Application questions are provided below as a reference. To apply use our online application.

#### **Applicant Organization**

All the information provided in this section should be for a single applicant organization. If working with a Fiscal Sponsor, the Fiscal Sponsor is the applicant organization.

Our organization is certified by the IRS as a 501(c)(3) public charity. *Your response to this question does not need to be "yes" in order to be eligible to be a bushCONNECT partner.* (Y/N)

Our organization is a public agency/unit of government or Indian tribal government under Section 7871 of the Internal Revenue Code. *Your response to this question does not need to be "yes" in order to be eligible to be a bushCONNECT partner.* (Y/N)

What is your current fiscal year operating budget?

- Up to \$49,999
- \$50,000 - \$99,999
- \$100,000 - \$249,999
- \$250,000 - \$499,999
- \$500,000 - \$999,999
- \$1M - \$4,999,999
- \$5M +

What best describes the community served by your organization?

- Rural
- Town or city – population over 50,000
- Town or city – population under 50,000
- Combination: Rural/Town/City

*General Organization Information*

1. Tell us about your organization and its history and mission. What would make your organization a fabulous bushCONNECT recruitment partner? *Maximum of 1,200 characters (approximately 200 words).*

*Your Network*

2. What sector does your network primarily represent? *Select one.*

- Academic
- Business
- Nonprofit
- Public

3. What geographies does your network represent? *Select as many as apply.*

Minnesota	Oglala Sioux Tribe
North Dakota	Other
South Dakota	Prairie Island Indian Community
Bois Forte Band of Chippewa	Red Lake Nation
Cheyenne River Sioux Tribe	Rosebud Sioux Tribe
Crow Creek Sioux Tribe	Shakopee Mdewakanton Sioux Community
Flandreau Santee Sioux Tribe	Sisseton-Wahpeton Oyate Tribe
Fond Du Lac Band of Lake Superior Chippewa	Spirit Lake Nation
Grand Portage Band of Chippewa	Standing Rock Sioux Tribe
Leech Lake Band of Ojibwe	Turtle Mountain Band of Chippewa
Lower Brule Sioux Tribe	Upper Sioux Community
Lower Sioux Indian Community	Urban
MHA Nation	White Earth Nation
Mille Lacs Band of Ojibwe	Yankton Sioux Tribe

4. What cultural communities does your network represent? *Maximum of 1,200 characters (approximately 200 words).*

**Proposed Recruitment Plan**

5. How would your organization recruit a cohort of 15-25 leaders from your network(s) to attend bushCONNECT 2018? *Maximum of 3,000 characters (approximately 500 words).*

6. The Bush Foundation is especially interested in working with partners who will bring together a diverse mix of participants. How will you ensure that your group represents a broad array of people in terms of geography, sector, or race/ethnicity? *Maximum of 1,800 characters (approximately 300 words).*

7. Our expectation is that you engage with your bushCONNECT cohort before and after the event. How would your organization envision doing this? *Maximum of 1,800 characters (approximately 300 words).*

8. How would your organization and its cohort benefit from participating in bushCONNECT? On the flip side, how would bushCONNECT attendees benefit from connecting with your organization and its cohort? *Maximum of 1,200 characters (approximately 200 words).*

9. We will cover recruitment partners' costs to recruit and support their cohorts based on geographic location and travel costs. Funds may be used to cover travel expenses, cohort networking events before or after bushCONNECT, and staff time. Please tell us (1) the specific geographic areas your cohort would come from and (2) the estimated costs and how dollars would be allocated. For past recruitment partners, grants have generally been about \$5,000 for those in the Twin Cities, \$7,500 for those in Greater Minnesota, and \$15,000 or more for those in North Dakota or South Dakota. *Maximum of 1,200 characters (approximately 200 words).*

### **Sponsored Project (if applicable)**

If you are not applying using a fiscal sponsor arrangement, there is no need to complete this section. Most organizations do not use a fiscal sponsor arrangement.

If you are applying using a fiscal sponsor arrangement, this section application to you. The information below should be about the organization that is being sponsored, not the applicant. In addition, a signed fiscal sponsorship agreement is required for all applicants using a fiscal sponsor arrangement. Please upload your signed agreement.

Questions? Reference our [fiscal sponsorship overview](#) for additional information regarding fiscal sponsorship.

#### *Sponsored Project*

Sponsored Project (organization or group name), mailing address, city, state, zip code, phone, website, first name, last name, title, email

If a fiscal sponsorship relationship is part of this application, the signed fiscal sponsorship agreement must be included. An application without the signed agreement is not considered complete and will not be reviewed or considered.

### **bushCONNECT Programming Partner**

Application questions are provided below as a reference. To apply use our online application.

#### **Applicant Organization**

All the information provided in this section should be for a single applicant organization. If working with a Fiscal Sponsor, the Fiscal Sponsor is the applicant organization.

Our organization is certified by the IRS as a 501(c)(3) public charity. *Your response to this question does not need to be "yes" in order to be eligible to be a bushCONNECT partner. (Y/N)*

Our organization is a public agency/unit of government or Indian tribal government under Section 7871 of the Internal Revenue Code. *Your response to this question does not need to be "yes" in order to be eligible to be a bushCONNECT partner. (Y/N)*

Under which sector would you categorize your organization? *Select one.*

- Academic
- Business
- Nonprofit
- Public

What is your current fiscal year operating budget?

- Up to \$49,999
- \$50,000 - \$99,999
- \$100,000 - \$249,999
- \$250,000 - \$499,999
- \$500,000 - \$999,999
- \$1M - \$4,999,999
- \$5M +

What best describes the community served by your organization?

- Rural
- Town or city – population over 50,000
- Town or city – population under 50,000
- Combination: Rural/Town/City

Which of the following describes where the majority of your work takes place?

Minnesota	Oglala Sioux Tribe
North Dakota	Other
South Dakota	Prairie Island Indian Community
Bois Forte Band of Chippewa	Red Lake Nation
Cheyenne River Sioux Tribe	Rosebud Sioux Tribe
Crow Creek Sioux Tribe	Shakopee Mdewakanton Sioux Community
Flandreau Santee Sioux Tribe	Sisseton-Wahpeton Oyate Tribe
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Lower Brule Sioux Tribe	Upper Sioux Community
Lower Sioux Indian Community	Urban
MHA Nation	White Earth Nation
Mille Lacs Band of Ojibwe	Yankton Sioux Tribe

### **Proposed Session**

1. Tell us about your organization and its history and mission. What would make your organization a fabulous bushCONNECT programming partner? *Maximum of 1,200 characters (approximately 200 words).*

2. Provide a working title for your proposed bushCONNECT session. *Maximum of 120 characters (approximately 20 words).*

3. Provide a brief description of your proposed bushCONNECT session. *Maximum of 1,200 characters (approximately 200 words).*

4. How will your session inspire, equip and/or connect attendees? What will be the takeaway? We are particularly interested in including sessions this year that help people learn how to be more effective at working with people from different backgrounds. If your session does this, please explain how. *Maximum of 1,200 characters (approximately 200 words).*

5. We want our sessions to be as engaging as possible. How do you plan to engage session attendees in conversation and/or participation? *Maximum of 1,800 characters (approximately 300 words).*

6. Who will present the session? Please include information about each presenter's background including sector, geography and cultural community. What expertise and speaking experience does each presenter provide? *Maximum of 1,200 characters (approximately 200 words).*

### **Session Logistics**

7. What's the minimum and maximum amount of time you would need to present your session? Sessions are typically between 60 and 90 minutes. Please also share the ideal number of participants and format for your session. *Maximum of 600 characters (approximately 100 words).*

8. We will cover programming partners' costs to develop and present the session including staff time, speakers, materials, travel, etc. Please tell us about the estimated cost and how dollars would be allocated. For past programming partners, this has generally been \$10,000-\$13,000. *Maximum of 1,200 characters (approximately 200 words).*

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