



Coalition *for the*
Delaware River
Watershed



REQUEST FOR PROPOSALS

11TH ANNUAL
DELAWARE RIVER
WATERSHED
FORUM

SEPTEMBER 28-29, 2023
THE CHASE CENTER ON THE RIVERFRONT
WILMINGTON, DE

RFP OPENS: TUESDAY APRIL 4TH, 2023 AT 9AM EST
SUBMISSIONS DUE: FRIDAY MAY 5TH, 2023 BY 5PM EST

BACKGROUND

The Coalition for the Delaware River Watershed (CDRW) is excited to host its 11th Annual Forum on September 28 & 29th 2023 at the Chase Center on the River Front in Wilmington, DE.

In celebration of the 11th Anniversary of CDRW's Forum, we'll commemorate our past success for the Delaware River Watershed and look ahead to the next years of working together to ensure all communities share equitably in the benefits of a healthy Watershed.

The Delaware River Watershed Forum serves as a fun and meaningful opportunity for Coalition members, legislators, watershed advocates, environmental and community organizations, agencies, foundations and charitable trusts, constituents and residents, businesses, and students to convene and collaborate on protecting the Delaware River Watershed. Together, this working conference will provide a platform to brainstorm solutions, identify gaps, improve skills, and build relationships to advance our shared goals.

REQUEST FOR PROPOSALS

Before Applying, Please Read All Directions Carefully

Submissions due by Friday May 5th, 2023 by 5pm EST

[SUBMISSION FORM](#)

CDRW requests proposals for engaging presentations and/or field trips at the 2023 Forum. On page 2 of the submission form, applicants may also suggest ideas for session topics, field trips, and keynote speakers they would like to see others host at the Forum.

WHO CAN APPLY?

CDRW is seeking diverse applications from those working on issues of relevance to the Delaware River Watershed.

This includes Coalition members, watershed advocates, environmental and community organizations, agencies, foundations and charitable trusts, municipalities, businesses, and academic institutions. Applicants may operate on a local, regional, state, or national level. *Contact maria.castro@njudubon.org for questions about eligibility.*

Environmental justice communities and organizations, Indigenous communities and organizations, historically underrepresented and marginalized groups, and thought leaders are especially encouraged to apply and will receive high priority. Topics of interest are flexible for those applying from these groups.

SESSION PROPOSAL GUIDELINES

- All proposals must be submitted via the [submission form](#)
- All presenters are expected to present in-person
- The Forum is a working conference with an emphasis on collaboration, interaction, and connection. Please keep this in mind for your session.
- Diversity, Equity, Inclusion, and Justice (DEIJ) serves as a lens through which to view all of our work. It is critical that the voices of, needs of, and effects on marginalized communities are authentically included and represented within your topic.
- **Preferred Applications will:**
 - Demonstrate interactive elements and/or creative approaches
 - ex. breakout groups; Mentimeter; Post-It easels; human spectrogram, Kahoot!
 - Effectively integrate DEIJ (Highlighting Marginalized Communities)
 - Include key stakeholder perspectives, especially from historically underrepresented voices
 - Feature speakers with demonstrated expertise in their field
 - Connect to Coalition priorities in compelling ways, demonstrate thought leadership, and/or provide unique/innovative content
 - Includes general strategies, learnings, and/or concrete actions that can be applied by attendees

TOPICS OF INTEREST

- Coalition Priorities
 - [Watershed-Wide Planning](#)
 - [Climate Change](#)
 - [Federal & State Policy](#)
 - [Restoration Funding](#)
 - [Diversity, Equity, Inclusion, and Justice](#)
 - [Communications](#)
 - [Infrastructure Funding and Investment](#)
 - [Reducing Harmful Contaminates like PFAS](#)
- Environmental justice
- Strategic and inclusive partnership building

Please contact maria.castro@njudubon.org if you have any questions or would like to discuss a proposal idea outside of topics listed.

SESSION TYPES

- Roundtable Discussion, 45 mins: Casual, structured conversations between experts in a field or among all participants on a particular topic
- Concurrent/Regular Session, 1 hr: Ideal for presentations and 1-2 speakers
- Breakout/Workshop, 1.5 hr: Ideal for topics with 3+ speakers, activities and learning experiences, and/or discussions.

FIELD TRIP PROPOSAL GUIDELINES

- All proposals must be submitted via the [submission form](#)
- Field Trips may be hosted near the Wilmington area (within 30 minutes) or virtually
- Please answer accessibility question thoroughly. Trips that require full mobility will still be offered, but selections will be made to ensure that overall there are options that accommodate people of all physical abilities

NEXT STEPS

PROCESS

- Applications will be reviewed by the Forum Planning Committee upon close of the submission period
- Applicants will be notified of selection at the end of May/beginning of June
- Preferred applications will demonstrate alignment with the Session Proposal Guidelines (Page 3)

SELECTION

- If your topic is selected, your session type (breakout, concurrent session, etc) will be determined at a later date once the agenda is crafted
- If overlapping topics are submitted, we may ask applicants to present together
- Selected applicants will receive a packet with expectations, deadlines, a PowerPoint template, and additional resources at a later date
- Presenters will have access to standard audio/visual equipment (projector, microphone, computer, internet access, outlet access)
- Presenters will receive a **50% discount** on registration for the 3-day event

[APPLY NOW](#)

Or Manually Paste Link: <https://forms.gle/iBjGNfNFsgBTmc9>

For questions, please contact maria.castro@njudubon.org