



## Call for National Conference Bids from NAGPS Board of Directors

Please follow the recommended guidelines when preparing a bid for the 2010-2011 National Conference, adopted from the NAGPS Standing Policy for National Conference Hosts:

For the full document please see NAGPS Standing Policies pg. 6-7 <http://www.nagps.org/policies/nagps-standing-policies>

The NAGPS National Conference shall be held in conjunction with the National Membership Meeting. In accordance with the NAGPS Bylaws, each region shall host the National Conference at least once every ten years. No region shall host the National Conference in consecutive years. Therefore, we cannot accept a bid from the Southcentral region for the 2010-2011 conference.

A National Conference bid selection process shall be conducted at the National Membership Meeting. Each host organization candidate shall present a proposal for the National Conference. Please prepare a 10-15 minute PowerPoint presentation including, but not limited to:

- Dates of conference
- Location and host organization candidate overview
- Conference schedule and overview
- Meeting Facilities
- Accommodations
- Projected budget
- Projected expenses for an attending organization
- Name of the Director of the National Conference
- Required assistance from NAGPS

NAGPS Executive Committee requests Host Organization submit a letter of approval from their governing student body and/or Graduate Dean and Administration to the NAGPS Executive Committee prior to the bid selection process.

This letter shall provide:

- Approval of the organization to host the national conference; this can include approve from your Graduate-Professional Student Body and/or Graduate Dean and Administration
- A named Director of National Conference to coordinate planning and volunteers of the national conference (the Director shall be a member of the host organization)

Benefits to the National Conference Host Organization:

- The conference registration fee will be waived for members of the host organization, and other persons with the approval of the Vice President
- The national conference registration fee shall be waived for two persons at the next national conference
- The membership fee for the year following the national conference shall be waived for the host organization

Please submit your letter of approval to host the 2010-2011 NAGPS National Conference to [executiveboard@nagps.org](mailto:executiveboard@nagps.org) by October 31, 2009.

For additional questions regarding the bid process or NAGPS Standing Polices, please contact Marrah Lachowicz-Scroggins [secretary@nagps.org](mailto:secretary@nagps.org) or Alex Evans [ombudsman@nagps.org](mailto:ombudsman@nagps.org).

NAGPS Executive Committee