Philanthropy Hub
Call for 2023 Workshops and Facilitators

Contact: Yolanda Cruz, Hub Coordinator
ycruz@santafecf.org; 505.988.9715, ext. 7003

Since 1981, the Santa Fe Community Foundation has been dedicated to improving the health and vitality of northern New Mexico. The Santa Fe Community Foundation inspires philanthropic generosity, strengthens nonprofits, and fosters positive change to build a more vibrant, healthy, and resilient region. We envision a thriving northern New Mexico, where all people can find opportunity, build connections, and contribute to the well-being of their communities.

The Santa Fe Community Foundation’s Philanthropy Hub is a learning and gathering place for our region’s philanthropic sector, including nonprofit board and staff members, and donors. With dozens of events, workshops, and learning circles to choose from each year, this is a space where everyone is encouraged to grow together.

The Philanthropy Hub is accepting proposals now through December 16, 2022 for learning opportunities that:

- Strengthen and honor existing skills, assets, and knowledge in the philanthropic sector.
- Nurture adaptive leadership, through work that supports collaboration, community-identified needs, equity, and sustainability.
- Highlight presenters and facilitators who are experienced in their topics and the particular nonprofit landscape of northern New Mexico.
- Support the needs of rural organizations. While attendees join from across New Mexico and beyond, our funding region prioritizes the New Mexico counties of Mora, Rio Arriba, San Miguel, and Santa Fe.

Content

Ideal content creates spaces for co-learning and relationship building to deepen collective understanding of issues and solutions facing the philanthropic sector in New Mexico. The Philanthropy Hub seeks to foster collaboration, strengthen skills, and nurture leadership with a focus on equity and belonging.
Program areas typically address:

- Leadership development with a focus on adaptable practices and content for leaders at all career levels. Current program examples include the Board Workshop Series, Executive Director Learning Circle, the Hub Leadership Development Institute, and the New Mexico Women of Color Nonprofit Leadership Initiative.
- Nonprofit management, including all facets of communications, evaluation, finance, fundraising, human resources, organizational life cycles, program delivery, etc. Recent sessions have addressed audit preparation, annual fundraising, board diversity, generating unrestricted revenue, land acknowledgments, engaging with local news, and the inter-generational workplace.

Specific priorities include:

- Meaningfully including the involvement of under-represented practitioners, including those who identify as Asian, Black, Hispanic, Indigenous, Pacific Islander, LBGTQ+, and working in rural areas.
- Presenters who represent a range of both lived and professional experience and the diversity of communities of northern New Mexico.
- Content with direct relevance to the philanthropic sector in northern New Mexico.
- Content that addresses equity and belonging and recognizes the root causes of systemic injustice.
- Content that is appropriate for smaller and rural agencies (~staff size under 5-10; annual budgets under $250,000).
- Support for fostering nonprofit sustainability, including revenue diversity, organizational life cycle, talent investment, and succession planning.
- New perspectives and alternative or innovative approaches to traditional nonprofit practices are encouraged.
- The things that are top-of-mind for you; we want to hear from you about what you see in your work. What's the presentation you've been longing to give?

Presentation Formats

Presentation formats are flexible and include:

- Short, stand-alone workshops (up to 3 hours).
- Multi-session drop-in series (attendees are not expected to commit to all sessions) including communities of practice for specific roles or populations (e.g., staff position, personal identity).
- Cohort-based models (attendees do commit to attending all sessions; new attendees typically do not join once the program has begun).
Scheduling

We acknowledge that it may be difficult for facilitators to book months in advance, and we will work to find a balance if this is an issue. Programs are usually scheduled on Tuesday afternoons or Wednesdays. If there are other days/times that you feel may work better for your program, please let us know. We will work to schedule workshops throughout the year in a way that does not overwhelm our audience nor create conflicting opportunities.

Compensation

We recognize that program development, preparation, delivery, and follow up all take dedicated time. Due to the wide range of program options and facilitator needs, compensation per engagement/program will vary. We hope these guidelines are helpful as you consider working with us.

- Standard hourly rate: $200
- Guest speaker honorarium: $150/engagement (approximately per 2-hour presentation; longer time periods can be considered)
- Workshop cap (up to 3 hours of program time): $1,000 plus GRT
- Cohorts and Multi-Session Programs: $2,500 - $25,000

These in-depth program costs will vary and can be discussed on a per project basis, including any supplies, guest speakers, or other costs. As examples, a quarterly discussion series requiring minimal preparation for the facilitator, with no additional costs, may have a modest cost. A multi-session program with original content and several guest speakers will be significantly more. Please feel free to reach out with questions as you are drafting your proposal.

How to submit your proposal

To submit a proposal, please send the following to ycruz@santafecf.org by November 30, 2022:

1. **Presenter** *(Name and contact information)*

2. **Session title**

3. **Audience** *(Board, executive directors, finance staff, marketing staff, development staff, program staff, or general nonprofit audience)*

4. **Learning objectives** *(What would you like participants to learn?)*
5. **Number of sessions** *(Will this be one session or multiple? If multiple, will it be a drop-in series, or a cohort?)*

6. **Language** *(Are you able to offer your program in a language other than English?)*

7. **Delivery format** *(Do you prefer to present in a virtual, in-person, or hybrid format?)*

8. **Geographic Reach**
   Please let us know if you are interested in delivering live presentations outside of the City of Santa Fe, such as in Española, Las Vegas, or Mora.

9. **Presenter bio**
   Please include a brief paragraph describing how presenters identify with the diverse communities and cultures of northern New Mexico and relevant experience regarding the content and program delivery. What do you want your audience to know about you?

10. **Description** *(up to two pages)*
    • How is this material specifically relevant to the philanthropic sector in northern New Mexico?
    • Is this an alternative and innovative approach to traditional non-profit practices?
    • How does this content address root causes of systemic injustice? And/or how is equity embedded in the content and delivery of the workshop?
    • How does this workshop meaningfully include the involvement of underserved populations, including those who identify as Asian, Black, Hispanic, Indigenous, Pacific Islander, LGBTQ+, and working in rural areas?
    • Does this workshop include issues that face smaller and/or rural agencies?
    • How is this content unique to other workshops offered elsewhere?
    • Program budget/cost (please see Compensation above)?
    • Anything else you’d like to share?

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**RFP Timeline**

- Nov 2, 2022 - Call for Proposals announced
- Public Info Session 2pm-3pm *(view recording)*
- Dec 16, 2022 - Proposal submission deadline 5:00PM
- Dec 16, 2022 - SFCF review and selection
- Jan 16, 2023 - Notification to presenters/facilitators

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*Out of reverence for this unique place we call home, we value:*

**Equity | Perseverance | Listening | Generosity**

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**Philanthropy Hub | ycruz@santafecf.org**