

## Request for Proposals to Host C<sup>2</sup>UExpo 2021

Community Based Research Canada (CBRC) is seeking a host for C<sup>2</sup>UExpo 2021. Community organizations universities and colleges —singly or in partnership—are encouraged to submit proposals to host C<sup>2</sup>UExpo 2021.

### What is C<sup>2</sup>UExpo?

C<sup>2</sup>UExpo is a Canadian-led international conference designed to showcase community-campus partnerships from around the world. The Expo highlights and explores creative strategies for strengthening communities and transforming institutions through community-based research, service-learning, knowledge mobilization, and other types of community-campus collaborations. At the conference, we anticipate 400-600 attendees from Canada and around the world. Conference participants include community members and leaders, researchers, educators, funders, practitioners, policy makers, students, faculty and others passionate about the power of community-campus partnerships as a vehicle for social change. At previous conferences, over 40% of conference delegates were community leaders and practitioners.

The C<sup>2</sup>UExpo movement began in Canada in response to the need for a forum to share experiences, strategies, and ideas about community-campus partnerships. Each C<sup>2</sup>UExpo has been held in a Canadian city and addressed unique objectives and themes through a variety of sessions and opportunities for dialogue: *Partnerships, Policy and Progress* in Saskatoon(2003), *Leaders in Urban Change* in Winnipeg (2005), *Connecting for Change* in Victoria (2008), *Bringing Global Perspectives to Local Action* in Waterloo Region (2011), *Engaging Shared Worlds* in Corner Brook (2013), *Citizen Solutions, Better World* in Ottawa (2015), *For the Common Good* in Vancouver (2017), and *Culture, Place and Resilience* in Sault Ste Marie (2020).

The host organization(s) assume responsibility for conference organizing, including planning, fundraising, and delivery. CBRC and organizations represented on the CBRC Board of Directors provide support and set guidelines based on the C<sup>2</sup>UExpo mandate and vision. Funds must be raised through sponsorships and grants; this is an entrepreneurial undertaking. Moreover, in keeping with the spirit of community-campus partnerships, the conference should be planned and delivered through collaborative community-campus relationships.

### The key aspects of conference planning are:

- Management of programming, including objectives and themes, a call for proposals (by October 2020), a process for proposal review, and presenter supports;
- Fundraising and budget management;
- Management of planning committees, and fostering local, national and international collaboration throughout the process;
- Respecting the CBRC guidelines for C<sup>2</sup>UExpo, particularly using a collaborative approach and the centring of community knowledges and action for social justice.

Proposals are due to the C<sup>2</sup>UExpo Committee on Friday, September 30, 2019, by 5:00 p.m. Eastern Standard Time, at [joanna@communitybasedresearch.ca](mailto:joanna@communitybasedresearch.ca).



Carleton University  
Ottawa, ON  
May 26-29, 2015



## Proposal guidelines

The C<sup>2</sup>UExpo Committee will assist potential hosts by answering questions prior to submission of proposals. The Committee will offer the successful host continued input and support into the organization of the C<sup>2</sup>UExpo conference. We view the proposal as a tentative outline and work-in-progress.

The proposal must address five broad categories—as shown below—intended to help interested Canadian organizations to carefully consider their ability to host the conference in Canada.

1. **Conference vision:** Provide a brief description and rationale for a tentative overall theme that reflects emerging research interests and issues in the field of C<sup>2</sup>U partnerships and community engagement. The proposal should be creative, compelling, and clearly explain how the conference will share, foster and create opportunities to amplify the knowledges and actions of communities addressing societal problems and struggling for social justice through C<sup>2</sup>U collaboration. The C<sup>2</sup>UExpo Committee will work with the selected institution(s) to finalize the theme.
2. **Organizational capacity:** Show how your organization(s) will provide adequate infrastructure support to each of the key aspects of conference planning (as noted above, on page 1).
3. **Experience and leadership in community engagement:** Provide evidence of your organization(s)/members' experience putting the principles of community engagement into practice, applied to any form of community-university engagement. CBRC is particularly interested in proposals with a focus on showcasing partnerships and research that are community-driven, participatory and action-oriented.
4. **Location and venue:** Provide information about the proposed conference city or region and venue, including the rationale for holding the conference in that particular place. Please provide ideas of site visits and other links to on-line information for the committee to view.
5. **Proposed dates:** May is the proposed month for C<sup>2</sup>U Expo 2021, but April—June can be considered. Please propose conference dates and your rationale. For example, demonstrate how your dates avoid conflict with other major conferences that draw similar audiences and other activities or holidays.

Throughout, the following **key criteria** will be kept in mind by the committee as the proposals are assessed:

- Experience in community-campus partnerships
- Commitment to social innovation and social justice
- Collaborative approach
- Entrepreneurial spirit

## Format and submission

Your proposal narrative should address each of the categories above and should not exceed 5 pages, exclusive of the following appendices:

- Letter of commitment from your President(s) or Executive Director(s), and key partner organizations
- Curriculum vitae of the conference leader(s).

