



**HUMAN RIGHTS CAMPAIGN FOUNDATION**  
**REGIONAL HBCU LEADERSHIP SUMMIT**

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**REQUEST FOR PROPOSAL**  
**2020 SERIES**



**HUMAN  
RIGHTS  
CAMPAIGN**  
FOUNDATION<sup>TM</sup>

# GREETINGS HBCU LEADERS,

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I hope this message finds you well. I am Leslie Hall, Director of the HBCU Program at the Human Rights Campaign.

In 2019, the HBCU Program expanded our leadership development portfolio by adding two **Regional HBCU Leadership Summits** hosted at Johnson C. Smith University from September 20 – 22, 2019, and Dillard University from October 4 – 6, 2019.

We are excited to offer you an opportunity to bring this Summit to your campus!



In launching this series of on-campus events, we have taken an aggressive step to expand the work that we have been doing for more than a decade through our **National HBCU Leadership Summit** for LGBTQ student leaders from HBCUs. The annual five-day summit, which takes place each November, at HRC's national headquarters in Washington, D.C., has been the only leadership development and advocacy training program that empowers LGBTQ HBCU students to act as change agents on their campuses and in their communities..

The newly launched Regional HBCU Leadership Summits are open to all (LGBTQ and ally) student leaders on campus, and assures that participating students build the skills and competencies to lead effectively through the intersections of race, religion, gender identity and expression, class and sexual orientation on campus and beyond. The summit also includes a daylong capacity building and LGBTQ sensitivity training for staff, faculty and administrators aimed at providing tools and resources to better support LGBTQ students on campus.

HRC Foundation's HBCU Program provides all facilitators, materials, and summit operations for up to 75 student leaders and 75 faculty, staff and administrators. **We ask that institutions provide one large meeting space with A/V capabilities for group plenary sessions; provide two workshop spaces with A/V; provide one space for the opening reception; and secure student, faculty, staff and administrator participants to attend.**

We are incredibly proud of the work we have accomplished through our leadership summits and wish to continue our reach and impact and be more intentional with our work in HBCU communities. On behalf of HRC's HBCU Program, I would like to invite you to be our partner in this endeavor. We ask that you review our Request for Proposal (attached). If your campus is interested in this opportunity, please submit a typed proposal to [HBCU@hrc.org](mailto:HBCU@hrc.org) no later than **5:00 PM EST on March 6, 2019.**

Please review this document and contact the HBCU Program Manager, Mr. Rishard M. Butts at [rishard.butts@hrc.org](mailto:rishard.butts@hrc.org) or 202-510-3938 if you have any questions or require additional information.

In Solidarity,

**Leslie D. Hall**

Director of the HBCU Program



# REQUEST FOR PROPOSAL

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Thank you for your interest in hosting an HRC Foundation Regional HBCU Leadership Summit in Fall 2020. The responses received through this Request for Proposal will be shared with the Selection Committee, subsequently aiding them with the information to make informed recommendations. Please provide detailed answers to all applicable questions.

## Campus Requirement:

- Institutions **must have** a nondiscrimination policy that protects against sexual orientation and gender identity.

The deadline for completing the RFP is Friday, March 13, 2020, 5:00 pm EST. If you have questions or need technical assistance, please email us at [hbcu@hrc.org](mailto:hbcu@hrc.org).

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## Introduction

- Name of College/University
- Mission Statement of College/University
- Value Statement of College/University (if applicable)
- What do you know about HRC Foundation's HBCU Program prior to this solicitation?
- What evoked you and/or your campus' interest in hosting a Regional HBCU Leadership Summit?
- Has any administrators, faculty/staff, or students previously attended any of our HBCU Program convening or summits?
- Does your campus have the following? Please select all that apply.
  - ☐ Non-discrimination policy that explicitly protects sexual orientation and gender identity and expression
  - ☐ LGBTQ or Gay-Straight Alliance student organization
  - ☐ Gender-Inclusive Housing Policy/Program
  - ☐ All-Gender Restrooms
  - ☐ Option to include legal names and preferred names in banner system
  - ☐ Staff person that focuses on LGBTQ inclusion and programming
  - ☐ Safe Space training sessions for staff, faculty, and/or students
  - ☐ LGBTQ training sessions for staff and faculty
- Please describe the current landscape for LGBTQ individuals on your campus. Have there been any significant advancements in policy, programs, or inclusion that supports LGBTQ campus community members? Have there been any major challenges or issues?



## Values

- What is LGBTQ equity and inclusion to your institution, and how does your organization embody these principles? Provide examples that best describe how your organization demonstrates a commitment to these principles (e.g., policies, training, advocacy work, etc.)
- Considering the uniqueness of the Regional HBCU Leadership Summits, as an unapologetic and affirming space for Black LGBTQ staff and students (as well as allies), how will you partner with us to ensure that such a space is created on your campus?
- Given the increased attacks on LGBTQ individuals, identities and rights, what do you believe is needed to ensure your campus is leading in the fight for full equality for all individuals regardless of sexual orientation and gender identity or expression? How will you do this?



## Programmatic

- Please select preferred summit dates.
  - ☐ September 11 - 13, 2020
  - ☐ September 18 - 20, 2020
  - ☐ October 2 - 4, 2020
  - ☐ October 9 - 11, 2020
  - ☐ October 16 - 18, 2020
  - ☐ October 23 - 25, 2020
- There are components of the Regional HBCU Leadership Summit that are important to the culture of the program and require no financial commitment to the campus: 1) Relaxed attire 2) Opening Reception for campus leadership, HRC leadership, students, staff and community members 3) Staff training sessions and student training sessions. Are you willing to keep these components as part of the summit?
- The success of the Regional HBCU Leadership Summits relies heavily on participation and engagement of staff and students. What methods will you use to ensure we have a large number of participants in both staff and student sessions?
- Social media is a huge tool in spreading awareness of the Regional HBCU Leadership Summit and communicating the impact and outcomes. How will your campus highlight our partnership and the success of the summit?
- Is your institution open to allowing press and media outlets on campus to attend, document, and report parts of the summit?





## Capacity

- Who at your institution will lead on this partnership and initiative? Please describe their background, relationship with LGBTQ students or group(s), and previous work in LGBTQ related areas.
- Does your campus have the ability to provide the following at no cost to the HRC Foundations' HBCU Program: 1) One large meeting space for plenary sessions, 2) Two meeting spaces for breakout workshops, 3) One space to host Opening Reception, 4) A/V accommodations for all meeting spaces?
- Does your campus have the ability to ensure a minimum of 30 staff/faculty members to participate in the all-day, Friday training sessions?
- Does your campus have the ability to ensure a minimum of 50 students to participate in the all-day Saturday, and half-day Sunday, training sessions?
- Will campus leadership and senior administrators participate or engage during the Regional HBCU Leadership Summit?

## Comments

- Please offer any additional comments that you might want HRC Foundations' HBCU Program and Regional HBCU Leadership Summit's Selection Committee to know that you could not express above.



Thank you for your participation, partnership, and ongoing commitment to equality for all!



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