

**Frequently Asked Questions
Request for Proposals – 2013 Seniors Services Conference**

What is the Seniors Services Conference?

The Seniors Services Conference is an annual two-day conference that provides opportunities to network, gain knowledge and increase awareness for those who work within the seniors-service sector.

Who attends the Seniors Services Conference?

The conference is for individuals who provide services to seniors. Attendees include social workers, government staff, health care staff, other professional staff and board members.

Where will the 2013 conference be held?

The conference will be held in southern Alberta. A specific location will be decided once the co-host organization has been selected.

Can an organization from northern Alberta submit a proposal for the 2013 conference?

The ministry is seeking a partner organization from southern Alberta for 2013. The conference alternates between northern and southern Alberta. We will be seeking a partner from northern Alberta for the 2014 conference.

Why is the Ministry of Seniors seeking proposals for a conference co-host?

The Ministry recognizes the valuable contributions of non-government organizations in providing programs, services and assistance to seniors. Since 2008, the Ministry has successfully co-hosted the conference with a provincial partner. Proposals to co-host the conference are requested annually through a grant proposal process that provides an equal opportunity for interested organizations to co-host the event.

What is typical attendance at the conference?

The conference is attended by more than 200 participants. Attendees come from communities across the province to network with colleagues, and learn about innovative programming and services for seniors.

What have past participants said about the conference?

For the last three years, 95 per cent of attendees have reported they were satisfied or very satisfied with the Seniors Services Conference. Based on past attendees' feedback, the conference has implemented on-line registration, accredited learning opportunities (A-credits) for social workers and expert keynote speakers.

What is the registration fee?

In an effort to ensure the conference remains affordable to non-profit organizations, conference registration fees have been set below the average cost of other two-day conferences. Early bird registration for the 2011 Seniors Services Conference was \$195.

Why should my organization submit a proposal?

Co-hosting the Seniors Services Conference raises an organization's profile among other seniors service organizations, and showcases the organization and the community. The conference also provides an opportunity to build and expand networks with a variety of organizations.

How much work is involved in hosting the conference?

There is a significant time commitment as the co-host is involved in every aspect of planning and hosting the event. Typical activities include committee work, agenda building, securing speakers and sponsorship, working with vendors, and promoting the conference.

What organizations have previously served as co-hosts and can I contact them?

In recent years, the Kerby Centre, Calgary Seniors Resource Society and Edmonton Seniors Coordinating Council have served as conference co-hosts. Please contact the ministry's representative noted below for assistance connecting with a past co-host.

How will I know if my organization is selected?

All submissions will be reviewed and organizations may be interviewed. The successful organization will be notified in June 2012.

Who should I call if I have questions?

Please call Laura Paradowski at 780-415-0920 or email laura.paradowski@gov.ab.ca