

NYSDEN Convening Request for Proposals (RFP)

The **New York State Digital Equity Network (NYSDEN)** is now accepting proposals for panels and workshops for our upcoming annual convening.

NYSDEN unites regional and statewide leaders working to advance digital equity priorities across New York. The network brings together coalitions, community-based organizations, researchers, public agencies, libraries, workforce partners, and other stakeholders committed to ensuring that all New Yorkers have the access, skills, and support needed to fully participate in today's digital economy.

Our theme this year is Revisiting NY's Digital Divide: Solutions for Reaching the Disconnected. Through this convening, we aim to strengthen collaboration, share promising practices, and build a more coordinated statewide movement to close the digital divide.

We invite proposals that contribute to advancing digital inclusion across New York State. **Proposals are welcome from both NYSDEN members and non-members.** We particularly encourage submissions from organizations, coalitions, institutions, and stakeholder groups actively leading digital equity work in New York State.

We look forward to ideas that will help educate, connect, and mobilize leaders across the state as we continue working together to expand digital opportunities for all New Yorkers.

* Indicates required question

Program Types	Time Frame	Description
Panels	50 minutes- morning or afternoon	A panel features several speakers who share perspectives or expertise on a topic, typically followed by moderated discussion and audience questions. It is designed to highlight insights, experiences, and diverse viewpoints.
Workshops	50 minutes- morning or afternoon	A workshop is an interactive session where participants actively engage in learning or problem-solving through activities, discussion, or skill-building exercises. It is designed to provide practical tools, strategies, or hands-on experience.

Please submit your proposal to be considered for inclusion in the NYSDEN Convening program.

Please complete this form and submit it by midnight Monday, April 27, 2026 to be considered. Once the NYSDEN's Programs and Convening committees finish reviewing, we will be notifying people by the **middle of May**.

[Read our FAQs for more information about our convening and our RFP.](#)

Personal Information

1. First Name *

2. Last Name *

3. Email Address: *

4. Are you a NYSDEN member? *

Mark only one oval.

Yes

No

5. Is your organization (check all that apply): *

Check all that apply.

- National
- State
- Regional
- Local
- N/A

Session Overview

6. I would like to propose a: *

Mark only one oval.

- Panel
- Workshop

7. Please provide a Session Title. (Limited to 100 Characters) *

8. How does your session align with our theme: Revisiting NY’s Digital Divide: Solutions for Reaching the Disconnected? (Limited to 1,500 Characters) *

9. Session Description: Please provide an overview of your session, including session flow and audience interaction. Please share what tools and resources you may share as well. (Limited to 1,500 Characters) *

10. Describe the Target Audience: Identify who should attend your session will help attendees find the best sessions for their interests. *
Who should attend this session? (Limited to 1,000 Characters)

Learning Outcomes

Your sessions should offer attendees with a clear understanding of what they can expect to gain from attending your session.

Please list three (3) learning outcomes, including resources and tools, they will walk away with (if you don't have three learning outcomes, enter, "N/A" to move to the next section):

11. Outcome #1 (Limited to 1,000 characters) *

12. Outcome #2 (Limited to 1,000 characters) *

13. Outcome #3 (Limited to 1,000 characters) *

Panel/Workshop Participant Details

Please provide information about the individuals who will participate in your panel or workshop. You may list up to five participants. Complete this section for as many participants as you currently anticipate including.

If you expect to include a participant but do not yet have their information, please enter TBD (To Be Determined).

For panel sessions, please note that panels should include at minimum one moderator and four panelists.

Participant 1 Information

14. Participant 1 Full Name *

15. Participant 1 Role *

Mark only one oval.

- Panel Moderator
- Panelist
- Workshop Facilitator
- Workshop Co-Facilitator
- Workshop Assistant

16. Participant 1 Status *

Mark only one oval.

- Confirmed
- Informed but Not Confirming
- No Contact Yet

17. Participant 1 Organization *

18. Participant 1 Professional Title

19. Participant 1 Email *

20. Participant 1 Phone Number *

Participant 2 Information

21. Participant 2 Full Name *

22. Participant 2 Role *

Mark only one oval.

- Panel Moderator
- Panelist
- Workshop Facilitator
- Workshop Co-Facilitator
- Workshop Assistant

23. Participant 2 Status *

Mark only one oval.

- Confirmed
- Informed but Not Confirming
- No Contact Yet

24. Participant 2 Organization *

25. Participant 2 Professional Title

26. Participant 2 Email *

27. Participant 2 Phone Number *

Participant 3 Information (If you do not have information for this panelist yet, just write "To Be Determined" or TBD for each question.)

28. Participant 3 Full Name *

29. Participant 3 Role *

Mark only one oval.

- Panel Moderator
- Panelist
- Workshop Facilitator
- Workshop Co-Facilitator
- Workshop Assistant

30. Participant 3 Status *

Mark only one oval.

- Confirmed
- Informed but Not Confirming
- No Contact Yet

31. Participant 3 Organization *

32. Participant 3 Professional Title

33. Participant 3 Email *

34. Participant 3 Phone Number *

Participant 4 Information (If you do not have information for this panelist yet, just write "To Be Determined" or TBD for each question.)

35. Participant 4 Full Name *

36. Participant 4 Role *

Mark only one oval.

- Panel Moderator
- Panelist
- Workshop Facilitator
- Workshop Co-Facilitator
- Workshop Assistant

37. Participant 4 Status *

Mark only one oval.

- Confirmed
- Informed but Not Confirming
- No Contact Yet

38. Participant 4 Organization *

39. Participant 4 Professional Title

40. Participant 4 Email *

41. Participant 4 Phone Number *

Participant 5 Information (If you do not have information for this panelist yet, just write "To Be Determined" or TBD for each question.)

42. Participant 5 Full Name *

43. Participant 5 Role *

Mark only one oval.

- Panel Moderator
- Panelist
- Workshop Facilitator
- Workshop Co-Facilitator
- Workshop Assistant

44. Participant 5 Status *

Mark only one oval.

- Confirmed
- Informed but Not Confirming *Skip to question 50*
- No Contact Yet *Skip to question 50*

45. Participant 5 Organization *

46. Participant 5 Professional Title *

47. Participant 5 Phone Number *

48. Participant 5 Email *

49. For Confirmed Participants only, any parameters (i.e. time)

Questions & Concerns

50. Do you have any remaining questions or comments about the convening for our NYSDEN planning team?

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