

2024 MOVE UNITED EDUCATION CONFERENCE

Request for Host Site Proposals

Deadline to Submit: March 10th, 2023



www.moveunitedsport.org

MOVE UNITED EDUCATION CONFERENCE

Sports make us more – more determined, more powerful, more ourselves. Sports have the power to change the world, pushing people further and bringing people closer. And sports shift the narrative to redefine disability. from disabled to this abled.

The information within this document should be used as a guide for organizations and cities interested in bidding to host the Move United Education Conference. Move United will evaluate bids with consideration for the following:

- Accessible hotel property & venue(s)
- Experience with adaptive sport events
- Support of & connections to the local community
- Strong partnership with local sport organization(s)
- Sophisticated venues and hotel properties
- Affordability of the event for participants

Preferences:

- Bids submitted on behalf of multiple groups collaborating (Ex. MU Member organization, university, local tourism agency &/or sports commission)
- Availability of sport facilities

EDUCATION CONFERENCE BID DEADLINE

Bids for 2024 will be accepted until January 15, 2023. If Move United receives a strong bid prior to the deadline, we reserve the right to move forward awarding the bid at an earlier date.



LETTER FROM THE EDUCATION TEAM

Dear Prospective Bid Organizations and Cities,

On behalf of Move United and our member network nationwide, we would like to thank you for your interest in hosting the Move United Education Conference. The Move United Education Conference dates back to 2009, and is becoming one of the largest gathering of adaptive sport professionals across the country. An anticipated 300+ plus attendees will bring the event to life in 2023.

Move United seeks progressive sport cities and organizations with enthusiasm around the adaptive sports community to host the Education Conference which occurs annually in the Spring. Historically, attendees have represented a variety of affiliations including Move United member organizations, general sport organizations, city parks & recreation departments, sport-governing bodies, military staff, general hospital therapists, disability resource groups, and more.

Please read through this document to learn about Move United, the Move United Education Conference and its history, and the Move United Education Conference bid process, next steps, and quick facts for your consideration.

Please feel free to contact us with questions about the bid process for the upcoming years or explore the possibility of hosting the event in the future. Thank you again for your interest in partnering with Move United on one of our signature events.

Sincerely,
Cayla Hammaker
Senior Education Manager



QUICK FACTS



EVENT STRUCTURE

- Set-up and preparation Friday and Saturday
- Pre-Conference workshops Sunday & Monday
- Opening Reception Monday
- Conference sessions Tuesday & Wednesday
- Social networking events Tuesday & Wednesday evenings

***Event structure may change with growth of event*



ATTENDANCE

- 2022 included over 200 attendees as well as 15+ staff and volunteers
- Anticipate 25% growth in 2023, 20% in 2024



ROOM NIGHTS / HOTEL NEEDS

- Host hotel room nights exceeds 300
- 110 rooms per night minimum on peak nights
- Hotel utilized for attendee check-in, pre-conference workshops, conference sessions, networking events, and nerve center
- Meeting space needs include:
 - General session space to accommodate 300 in rounds
 - 3 Break-out rooms to accommodate 100 theatre
 - 2 Rooms to accommodate 25 rounds
 - Space for 20 Vendors
- Food & beverage needs include:
 - Coffee 2 mornings
 - Lunch 2 days
 - Possibility of reception &/or networking sessions

**Preference for breakfast to be included in room rate & for transportation to/from airport to be provided*



VENUES

- Accessible, sophisticated venues desired

ABOUT MOVE UNITED

Move United is the national leader in community adaptive sports, empowering 100,000 youth and adults with disabilities each year to live to their fullest potential. Move United's 208 member organizations in 45 states are united by a single mission: ensuring everyone, regardless of ability, experiences the life-changing power of sport and is fully included in their community.

Move United, an Affiliate of the U.S. Olympic & Paralympic Committee, provides opportunities for individuals with disabilities to become physically and emotionally stronger through participation in more than 70 adaptive sports. Established in 1956, Move United offers community-based sports recreation, education and competition that push people further, bring people closer and leave no one on the sidelines.

MOVE UNITED EDUCATION CONFERENCE OVERVIEW

The Move United Education Conference provides the tools and training to address emerging topics in the adaptive sports industry and to create recreational and competitive sport opportunities for individuals with disabilities. This conference invites sport professionals, sport providers and athletes to experience informative education and awareness sessions as well as hands-on skills-based learning workshops.

The majority of the conference will take place at one centralized location. Historically, this location has been hotel meeting space, although Move United is open to alternative options. Move United also strives to provide experiential sessions that may take place at off-site venues such as a bike path, local gymnasium, lake, etc. depending on the workshop needs. In addition to the venue priorities listed above, Move United seeks to provide attendees with an experience authentic to the host city.

The ideal timing of this conference is between late April and early May. Historically, the main conference days have been Monday - Wednesday.



LOC AND HOST SITE BENEFITS

- Economic impact
- A unique opportunity for the location to highlight their commitment to inclusion for individuals with disabilities
- Legacy of training and education around adaptive sport
- Greater public awareness of the Paralympic movement as our country prepares to host the 2028 Olympic Games and Paralympic Games in L.A.
- Local, regional, and national media exposure
- Logo on event collateral materials
- Public address announcements during event
- Exposition booth
- Premium insert into registrant goody bags

DEADLINE AND CONTACT INFO

If your organization is interested in hosting the Move United Education Conference in 2024, please submit your bid application by March 10th, 2023.

Questions?

Cayla Hammaker

Move United Senior Education Manager

Chammaker@moveunitedsport.org