



CALL FOR PROPOSAL TO HOST THE NASPAA GLOBAL CONFERENCE IN 2027 OR 2028

The NASPAA Global Conference is the signature event on public service education. This conference has steadily grown in attendance and evolved in scope since its first occurrence in 1971. Today's conference reflects a diverse set of programmatic breakout sessions, local, national, and international speakers responding to current public service challenges, and ample networking opportunities for attendees to meet colleagues from around the world.

This Request for Proposal is for Host Sites for the 2027 and 2028 NASPAA Global Conferences. Based on recent locations and a preference for regional rotation, eligibility is limited to institutions located in the Midwest region¹ of the United States for 2027 and the Southern region² of the United States for 2028.

WHY HOST

- **Global Visibility:** Showcase your institution on a global stage – the NASPAA Global Conference brings together 500+ attendees from over 30 countries every year.
- **Networking, Collaboration, and Regional Impact:** The conference connects the host institution with top educators and practitioners, strengthens partnerships, shapes the field, and engages local communities, enhancing its reputation as a civic and global leader.
- **Institutional Legacy and Leadership:** The host institution demonstrates leadership in addressing global public service challenges, while leaving a lasting legacy in advancing education, partnerships, and connections that endure far beyond the conference.

CRITERION TO APPLY

1. [NASPAA Institutional Members](#) in good standing are eligible to host NASPAA events.
2. **Availability:** The NASPAA Global Conference takes place between the first and third weeks in October, with exact dates to be determined jointly by NASPAA and the host.
 - a. The event is held Wednesday through Saturday: Wednesday is a full day of hands-on workshops; Thursday and Friday are for panels and other conference sessions; and local excursions happen on Saturday.

¹ Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin.

² Alabama, Arkansas, Florida, Georgia, Louisiana, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas.

3. **Costs:** The costs for the evening reception on the first full day of conference sessions (Thursday) will be primarily covered by the host(s) through a Premier-level sponsorship, which typically ranges from \$12,000 to \$15,000. **Please do not let concerns about cost prevent you from applying to host.** If your school is concerned about costs, please contact NASPAA to discuss this further.
 - a. When the conference is held in a city on a recurring basis (e.g., Washington, DC), the reception may be hosted or co-hosted by another school outside the immediate geographic region.
4. **Location:** The conference site should be accessible by public transportation, conveniently served by major airline carriers, and the main airport should be no further than a 30-minute drive to the hotel.
5. Proposals involving more than one member institution are welcome.

HOST(S) RESPONSIBILITIES

The host(s) play a vital role in the success of the conference. While some coordination is handled by NASPAA, the host is intimately tied to the community, is familiar with local activities, and can make suggestions unique to the city. The selected host(s) are expected to:

1. Designate a conference planning lead to work with the NASPAA Events Manager.
2. Secure a designee from the Visitors Bureau to work with the NASPAA Events Manager.
3. Assist in securing keynote speakers and breakout panel sessions from the city, region, or state and connecting with the local Mayor's office to invite representatives to welcome attendees during the opening plenary. In all cases, decisions on speakers will be made in consultation with the NASPAA Executive Director.
4. Recruit and coordinate student volunteers to assist during the conference with attendee check-in, information table, and at special events, such as receptions and lunches.
5. Plan and coordinate two Saturday group tour options and create a list of "things to do" for conference attendees. The host(s) can contract with local providers for the tours.
6. Provide adequate support in the host city to ensure the site is accessible, affordable, and offers several local activities, specifically:
 - a. The conference site should be accessible by public transportation, conveniently served by major airline carriers, and the main airport should be no further than a 30-minute drive to the hotel.
 - b. The city should offer several local activities, excursions, and reception venues.
 - c. Hotel room rates and food and beverage costs should be reasonable compared to local/regional prices.
 - d. The conference site should be accessible to persons with disabilities.

NASPAA RESPONSIBILITIES

1. The NASPAA Events Manager is responsible for coordinating the activities of all committees working on the conference. The Executive Director is responsible for keeping the NASPAA Executive Council informed on conference planning.
2. The Executive Director is accountable for all conference revenue and expenses, except special events sponsored by the host(s).
3. NASPAA will coordinate all conference activities, including, but not limited to:
 - a. Conference design and on-site management
 - b. Coordination with the conference site on selection of meals and breakout spaces; holding the master account
 - c. Design and print all conference materials
 - d. Securing all keynote speakers

SITE SELECTION PROCESS

Conference planning begins approximately two years in advance, when NASPAA invites proposals from member schools to host the conference. Proposals are reviewed by NASPAA's Executive Council site selection committee, which evaluates each application based on geographic diversity (compared to previous years), the variety of local venues and activities, and alignment with NASPAA's mission and [strategic goals](#).

The NASPAA Global Conference is held in Washington, D.C., every four years, coinciding with the completion of the U.S. President's first year in office. When not in Washington, D.C., the conference rotates among regions determined by NASPAA. **To ensure geographic balance, no school or region may host more than once within a 15- to 20-year period. A list of conference locations over the past 20 years is included at the end of this document. Members within 250 miles of these cities are discouraged from applying for this call.**

After reviewing bids, the site selection committee provides a recommendation to the NASPAA Executive Council, which makes the final decision.

PROPOSAL GUIDELINES

NASPAA members interested in hosting should submit a proposal [using this form](#). While the Convention Bureau may assist in preparing documentation, the final proposal must be submitted by the applicant's NASPAA Principal Representative. The proposal should include:

1. An overview of the applying member school(s), including information about the intended planning representatives and programs offered.
2. City highlights, including demographics, description of the weather in October, suggested restaurants, entertainment venues, and historical sites.

3. How the applicant's institution and city plan to carry out the host responsibilities listed in the **HOST(S) RESPONSIBILITIES** section above.
4. A list of available hotels, current weekday prices, support facilities such as restaurants, recreational opportunities, etc. The proposal does not need to include formal bids from hotels. NASPAA will work with a booking agent to secure rates with the hotel once the city has been selected.
5. Information on potential conflicts for availability (hotels and host support) during the month of October (ie, homecoming weekend).

SITE SELECTION TIMELINE

September 30, 2025	NASPAA announces call for proposals to all member schools
October, 2025	Open question/answer period. All questions to be directed to events@naspaa.org .
November 14, 2025	Deadline to submit a proposal by 11:59 pm EST. Proposals should be submitted by the School's Principal Representative using this form , including a single PDF.
December 17, 2025	The site selection committee will make a recommendation to the NASPAA Executive Council.
December 18, 2025	NASPAA announces the sites selected.

2006-2025 CONFERENCE SITES

2006	Minneapolis, MN		2017	Washington, DC
2007	Seattle, WA		2018	Atlanta, GA
2008	Charleston, SC		2019	Los Angeles, CA
2009	Washington, DC		2020	Virtual
2010	Kansas City, MO		2021	Virtual
2011	Las Vegas, NV		2022	Chicago, IL
2012	Austin, TX		2023	Pittsburgh, PA
2013	Washington, DC		2024	Washington, DC
2014	Albuquerque, NM		2025	Flagstaff, AZ
2015	New York, NY		2026	Seattle, WA
2016	Columbus, OH			