



League of United Latin American Citizens 2022 Federal Training Institute Senior Executive Service & Leadership Development Training

Request for Workshop Proposal: Application Package

LULAC is pleased to announce the Request for Proposals for the 2022 Federal Training Institute Senior Executive and Leadership Development Training Workshops. The Federal Training Institute will offer a series of leadership workshops that will take place from July 25th to July 29th in the Puerto Rico National Convention Center, San Juan, Puerto Rico. We invite you to submit a proposal to present at the aforementioned event.

We request that presenters agree to contribute their time and expertise *pro-bono*. Your collaboration, expertise, and knowledge will help nurture the development, growth, and motivation of government employees and/or those pursuing a career in the government. It will also encourage them to maximize their talents and pursue leadership positions.

The deadline to submit proposals is [Friday, December 17, 2021](#). We look forward to your participation.

Sara E. Clemente

Sara E. Clemente Sosa
Director of Federal Affairs
The League of United Latin American Citizens (LULAC)

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We invite you to join the LULAC FTI Committee as a workshop presenter. Please fill out the following pages and be sure to submit your proposal by [Friday, December 17, 2021](#).

All information is required*

A. Contact Information:

- a. Name:

- b. Title:

- c. Grade (if applicable):

- d. Agency/Company/Organization

- e. Address:

- f. City, State, Zip Code

- g. Email:

- h. Telephone number where you can be reached:
 - i. Office Phone:
 - ii. Cell:

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Do you want to share your contact information with attendees via the LULAC FTI website? If so, please submit the information you would like to share below (email, phone number, etc.).

If you would **not** like to share your information with attendees, please leave this page **blank** and skip to page 4.

1. Name:

2. Organization:

3. Title:

4. Email:

5. Phone Number

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A. Biography* (2,000 characters or less):

B. Photograph

All selected workshop presenters are asked to submit a photo ("PNG"/"JPG" files with 300 DPI resolution) when submitting proposal. The same may be placed on the FTI website.

Please attach photo as **separate** file when submitting application package to tofticollegiate@gmail.com.

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C. Workshop Information** – We ask that all workshop PowerPoint presentations be submitted to fticollegiate@gmail.com at least two weeks before presentation date.

a) Workshop Title:

b) Workshop Objective:

c) Workshop Description: (2,000 characters or less)

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D. Presentation Track (Required)*

Your presentation may cover multiple ECQ's and/or competencies. **Highlight** at least one of each from the tables provided below: ECQ, Competency it addresses, and one of the Fundamental Competencies (*if applicable*). Also, see the attached SES Executive Core Qualifications information sheet for assistance in defining/identifying ECQ's and the attributes/competencies that serve as foundations for each ECQ. We request that you do a presentation track for each of your workshops if you are presenting different topics.

1. Workshop Title:

2. Presenter Name and Title (as it should appear in program):

SENIOR EXECUTIVE SERVICE EXECUTIVE CORE QUALIFICATIONS (ECQ)				
<i>Please highlight the ECQ and competency/s that best describe the content of your workshop*</i>				
<input type="checkbox"/> Leading Change	<input type="checkbox"/> Leading People	<input type="checkbox"/> Results Driven	<input type="checkbox"/> Business Acumen	<input type="checkbox"/> Building Coalitions
Competencies	Competencies	Competencies	Competencies	Competencies
<input type="checkbox"/> Creativity and Innovation <input type="checkbox"/> External Awareness <input type="checkbox"/> Flexibility <input type="checkbox"/> Resilience <input type="checkbox"/> Strategic Thinking <input type="checkbox"/> Vision	<input type="checkbox"/> Conflict Management <input type="checkbox"/> Leveraging Diversity <input type="checkbox"/> Developing Others <input type="checkbox"/> Team Building	<input type="checkbox"/> Accountability <input type="checkbox"/> Customer Service <input type="checkbox"/> Decisiveness <input type="checkbox"/> Entrepreneurship <input type="checkbox"/> Problem Solving <input type="checkbox"/> Technical <input type="checkbox"/> Credibility	<input type="checkbox"/> Financial Management <input type="checkbox"/> Human Capital Management <input type="checkbox"/> Technology Management	<input type="checkbox"/> Partnering <input type="checkbox"/> Political Savvy <input type="checkbox"/> Influencing <input type="checkbox"/> Negotiating
FUNDAMENTAL COMPETENCIES				
<i>Please highlight the Fundamental Competency that best describes the content of your workshop (if applicable)</i>				
<input type="checkbox"/> Interpersonal Skills	<input type="checkbox"/> Oral Communication	<input type="checkbox"/> Integrity/ Honesty	<input type="checkbox"/> Written Communication	<input type="checkbox"/> Public Service Motivation

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d) Is your presentation copyrighted?

___ **Yes** ___ **No**

e) Do you allow LULAC to share/post your PowerPoint presentation on the FTI website?

___ **Yes** ___ **No**

f) Do you allow LULAC to record the workshop session?

___ **Yes** ___ **No**

g) If yes, do you allow LULAC to share the recording of your workshop presentation with attendees?

___ **Yes** ___ **No**

Identify your AV Requirements

The following standard AV equipment will be provided: Laptop, Remote Control, Projector, Screen and Podium or Lavalier Microphone. Please list any additional AV requirements. Additional requests will be considered based on cost and availability at conference site.

- 1.
- 2.
- 3.
- 4.

**League of United Latin American Citizens
2022 Virtual Federal Training Institute Senior Executive
Service & Leadership Development Training**

The workshops will take place from July 25th through July 29th.

Please note Monday, July 25th will consist of Pre Conference Workshops only.

NOTE: Each session will last approximately an hour and an a half (including 15 minutes for Q&A's). Sessions will take place on the following dates.

o Are you willing to present multiple times /dates?

___Yes ___No

Please indicate “yes” for dates you are available to present	
Monday, July 25, 2022	
Tuesday , July 26, 2022	
Wednesday, July 27th, 2022	
Thursday, July 28th, 2022	
Friday, July 29th, 2022	

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Senior Executive Service & Leadership Development Training

H. If selected, how would you like to be notified? Please respond by **highlighting** one of the two options listed below and provide the information requested.

1) Formal letter/invitation addressed to you and/or your supervisor. ____

If you checked option #1, please provide the following information:

- o Addressed to me ____
- o Addressed to my supervisor ____
 - Supervisor Name:
 - Title:
 - Street Address:
 - City, State, Zip Code
 - E-Mail Address:

2) I wish to be notified via E-Mail or via telephone call ____

If you **highlighted** option #2, please provide an email or telephone number you can be reached at.

Comments/Suggestions: