

REQUEST FOR PROPOSALS

Hosting of the 2008 Annual National Meeting and Presidential Nominating Convention of the Green Party of the United States

Proposal Due Dates:

Letter of interest: Due April 15, 2007

(an e-mail of intent is good, please send to Ruth Weill at moondog@execpc.com)

Initial proposal draft: Due June 15, 2007

Complete and final proposal: Due July 1, 2007 for inclusion in delegate packets for 2007 Annual Meeting

Proposal Presentation:

Proposal to be presented online, and visually to delegates at 2007 Annual Meeting, July 12-15 in Reading, PA
Summary for delegate packet with all appropriate links to online proposal.

Projected 2008 Meeting Dates:

Mid-June through Late-July, 2008

Projected Meeting Attendance:

1200-1500 attendees: including 100-150 Green National Committee delegates, 800-1000 nominating convention delegates, committee members, media, and observers.

Approximate space and accommodation needs:

- One room that can seat 1500 delegates and observers in theater style for 1-3 days of meetings
- One room that can seat 150-200 delegates and observers at tables in boardroom style (double horseshoe) with large screen or wall for use with LCD projector for 3-4 days of meetings
- 5 rooms that can seat 50-100 individuals in theater style for 4 days workshops and speakers
- 5 rooms that can seat 25-50 individuals in board room style for 4 days of meetings
- 1 room for press conference to accommodate 25-50 media members in theater style
- 1 room for SC/annual meeting staff to accommodate 4-5 workstations and a 10-15 person conference table, with internet access
- 1 room for media committee and staff to accommodate 4-5 workstations and a 10 person conference table, with internet access
- Internet access and computer use rooms available for staff, delegates and attendees.
- Additional side spaces to accommodate ad hoc meetings and social areas

Desired location:

Close to a transportation hub, with public transportation, restaurants, hotels and shopping nearby.

Location accessible to national media.

Additional Considerations:

Union Facilities: In cities with union facilities, the host committee is requested to give preference to unionized vendors, venues and hotels. In cities where union hotels or venues are not available, the host committee is encouraged to seek out facilities with fair labor practices.

Green Facilitates: The host committee is encouraged to seek out hotels and venues that employ green practices and provide opportunities to accommodate carbon offsets in the planning of the meeting.

Proposal format: Web based proposal to link to GPUS Voting Page, hard copy proposal for inclusion in delegate packets at annual meeting, and visual presentation to be presented at 2007 Annual Meeting, July 12-15 in Reading, PA

Process: Presented to national committee at 2007 Annual meeting, forwarded to the National Committee and linked to GPUS Voting page for discussion and an IRV vote to select the host location. Vote to occur in weeks following the 2007 Annual Meeting, to be concluded no later than August 15, 2007.

Financial arrangements:

GPUS handles and is responsible for financial arrangements for the meeting including reservation expense

Local/state commitment: It is essential that there are a good many local Greens who are able and willing to work both on planning the meeting with this committee (including a conference call every two weeks) and at the meeting itself. Local committee is also encouraged to fundraise on their own to cover local fundraising and entertainment activities. There should be at least three people locally on the ground who can set up and attend meetings with convention planners at proposed venues, have both e-mail and some cell phone contact. Both the state and local party if applicable should be involved and supportive and be willing to help promote convention. During the convention the local committee will be expected to recruit at least 20-25 local volunteers. Major assistance with meal planning and other venue related issues until staffer comes on board. If the staffer is not from the area the local party will assist staffer to the best of their ability. Note that the ANMC will advise and direct as needed and requested.

Please send questions, comments, suggestions, and proposals to Ruth Weill at moondog@execpc.com. This process works best when there is ongoing communication while a local/state is determining if it wishes to host the meeting.

Thank you, ANNUAL MEETING COMMITTEE

2008 Annual National Meeting and Presidential Nominating Convention Hosting Proposal

We recommend that your proposal address at minimum these questions regarding the venue (meeting spaces):

- Estimated costs
- Dates of availability
- Rooms and Capacity
- Venue services including Internet availability and other technical needs
- Extent unionized
- Other Green considerations
- Transportation services

We recommend that your proposal address at minimum these questions regarding housing:

- Estimated costs
- Dates of availability
- Type of accommodations: as many details as possible is helpful
- Extent unionized
- Other Green considerations
- Additional housing and camping options in area, with prices

We recommend that your proposal address at minimum these questions regarding the host location in general:

- Public transportation within city and convention area
- Transportation services to site from airports and train/bus stations
- Commitment of local Greens to volunteer for planning and for event

- Special political/cultural/ecological attractions
- Food options (catering, restaurants, etc) including vegan and vegetarian options
- Green Friendly businesses/organizations in area

No proposal will be considered unless it has the formal support of the both the local and state-level Green Party in question.