

2022 Education for Empowerment Guidelines and Requirements

GENERAL REQUIREMENTS:

- 1) In Phase I, each chapter may request a maximum of **one** event and be eligible to receive the \$1000 stipend
 - a. Per event, the chapter can request as many workshops as they'd like, without exceeding the **two** speaker maximum
- 2) In Phase II, chapters may request events on a first come, first serve basis with *no* stipend offered
 - a. Per event, the chapter can request as many workshops as they'd like, without exceeding the **two** speaker maximum
- 3) Teen and Young Adult programming will require at least 2 workshops

REQUIREMENTS TO REQUEST:

- 1) In order to arrange for our speaker's travel and lodging, all requests must be submitted a minimum of **six weeks** prior to the date of the event.
- 2) All logistical details, including workshop time(s), must be confirmed and communicated to your liaison **four weeks** prior to the date of the event.

COVID-19 GUIDELINES:

- 1) All measures undertaken by the chapter to prevent the spread of COVID19 during the event for which one or multiple workshops are requested must be submitted a minimum of **four weeks** prior to the date of the event.
- 2) All **national** NHF chapters will need to follow the NHF Event Guidelines.
- 3) If either NHF staff or the speaker(s) do not feel adequately protected by the proposed safety measures to prevent the spread of COVID19 during the chapter event or travel to the event site becomes unsafe based on current community infection rate, the workshop will be delivered virtually. Shall a chapter not be able to deliver a virtual workshop, they will be able to re-submit their request for a later time in 2022