



Call for Host Chapters

Women's Leadership Summit 2019

Deadline for clarification/questions: March 30*

Response to questions circulated: April 5

Applications due: April 20

Applicants will be notified of their status: April 30

*Questions can be sent to Milan Jordan – Director, Workforce & Emerging Professionals at milanjordan@aia.org

The first AIA Women's Leadership Summit (WLS) began as a grassroots effort to bring together women principals of architecture firms, women in leadership positions, and women architects moving into leadership roles across the country for an intense two-day summit focusing on leadership and design. Today, the summit spans a diverse spread of career stages and seeks to support all women in the profession. The goals of the Summit are to:

1. Raise the profile of women in the profession
2. Share and promote the design work of women
3. Explore new paths to leadership
4. Provide education opportunities related to women in the profession
5. Learn from one another

The summit is held every other year, previous locations include Chicago, Kansas City, Phoenix, Seattle, and Washington, D.C. Given the growth of the summit, it will now alternate throughout the country based on a three-region rotation with consideration given to components of greater than approximately 600 members. The 2019 WLS will take place in the

central region. The 2021 WLS is intended to be in the west region and 2023 will return to the east region. Please see the attached map.

[This short application](#) has been developed to identify a host city for the 2019 Women's Leadership Summit, tentatively planned for September 19-21, 2019. Applications will be juried based on main criteria:

1. A local membership base of approximately 600 architects and emerging professionals or more
2. Ease of air travel and airport access
3. Viability of walkability and/or public transit for mobility during the summit
4. History of components activity in Women in Architecture and/or Equity Diversity and Inclusion engagement

If you would like your component to be considered as Host Chapter of the 2019 Women's Leadership Summit, please be sure to review the 2019 Women's Leadership Conference Frequently Asked Questions and complete [the application](#) by the deadline. We thank you for your interest in hosting this leadership event.

The application questions are transcribed below; responses must be submitted via <http://bit.ly/wls2019>

1. Host component name:
2. Location of host component (city, state):
3. Would you like to be considered for multi-component host? (Y) (N)
 - If so, please list partner components:
4. Does your component have a local women's group? (Y) (N)
5. Please indicate your local women's group:
 - Women in Architecture
 - NetWorking Women
 - Other:
6. How many members are part of your local women's group?
7. Why do you want to host the WLS? (250 words max)

8. What innovative ideas for the conference structure, location, or program can be realized in your city to improve the conference? (250 words max)

9. Why is your location a destination for women architects? You may list any significant local architecture/monuments/treasures designed by women architects. This may include potential locations for summit events, tours, wellness activities, or small group dinners. (250 words max)

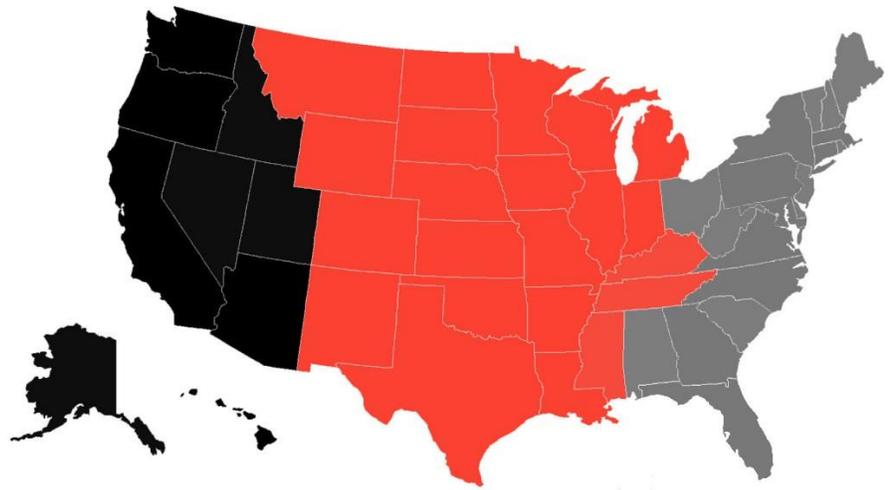
10. Are there other factors relevant to this application you would like to share? (500 words max)

11. Contact information of submitter (Name, position at component, phone number, email)

Women's Leadership Summit 2019 Frequently Asked Questions

What parts of the country are eligible?

The 2019 WLS will take place in the central region. The 2021 WLS is intended to be in the west region and 2023 will return to the east region.



■ 2019 eligible region - Central

How are member volunteers involved with the event?

The selected Component may form a committee of local member volunteers to advise the Component or assist in carrying local activities, but the chosen Component must identify one staff liaison who will be the point of contact with AIA national and the designated lead for the event. The final Responsibility Matrix will become a part of the MOU.

The AIA Equity and the Future of Architecture Committee is the primary volunteer advisory board for the 2019 Women's Leadership Summit.

Can our component team with other components to apply?

Components are welcome to jointly apply in partnership with one another. Only one component should submit the application and indicate the partnering components.

What is the criteria for selection?

Selection will be based on cities within the central region that best fulfill the needs of the conference:

- A membership of approximately 600 architects and emerging professionals or more
- Ease of air travel and airport access
- Viability of walkability and/or public transit for mobility during the summit
- History of components activity in Women in Architecture and/or Equity Diversity and Inclusion engagement

Does the Host Partner component need a Women in Architecture group to apply?

A Women in Architecture group is not required for host eligibility. However, if your component does not have a local women's group, please indicate the group of members who will assist with local responsibilities.

What is expected of the Host Partner component?

AIA national will share a formal MOU with the selected component. Typically, the local component will manage tours, the opening reception, and local wellness offerings. The complete scope is subject to what the component is willing and able to offer.

What will be the financial impact of the 2019 WLS for the component?

The goal of the Women's Leadership Summit is to be expense neutral to the component at minimum, with opportunity for revenue from any portion of the event the component solely controls, such as receptions and tours.

AIA national will provide a planning stipend to the selected component, which can be used to pay for planning meetings or other front-end costs.

Can the Host Partner component fundraise?

Yes, the Host Partner component can fundraise for any portion of the event for which they control the profit and expense.

What is the business relationship between the AIA and the Local Chapter?

If selected, an MOU with AIA national and the local component that defines the roles and responsibilities of each organization will be presented for final agreement.

What types of cities are best suited to apply?

Similar to the AIA Conference on Architecture city selections, the best suited locales have a metropolitan population greater than 1 million people. This is intended as a guide, and not a hard criterion; these cities have the regional membership base to support the summit attendance, have a hotel that can accommodate a conference of up to 700 people, but are also desirable travel locations to draw national attendance and expand the conference presence beyond the selected region.

Where will future Summits be located?

The 2021 WLS will be in the west region and return to the east region in 2023.