

The Help Me Grow National Center invites members of the National Affiliate Network to join the 2025 Forum Planning Committee

The 2025 Help Me Grow (HMG) National Forum is an exciting opportunity for HMG affiliates and their partners to network, learn from one another, and develop new and supportive connections across the HMG community.

Join us for the next in-person HMG National Forum in
Hartford, Connecticut on July 14-16, 2025

The 16th annual HMG Forum will be co-hosted in partnership with HMG Connecticut, the home of the HMG Model, in-person in Hartford, Connecticut on July 14-16, 2025.

HMG Forum 2025 will feature site visits, co-host reception, affiliate-led presentations, plenaries, and networking to help take our collective HMG system-building work to the next level.

The 2025 Forum kicks off at 12:00 PM ET on Monday, July 14 and concludes at 12:00 PM ET on Wednesday, July 16, 2025.

What is the Forum Planning Committee?

Every year, the HMG Forum Planning Committee (FPC) helps shape what the Forum will be and how it will run. The FPC is composed of individuals from across the HMG National Network who volunteer to represent the affiliate perspective and ensure that the Forum experience will provide maximum value to HMG affiliates.

Members of the FPC will assist the HMG National Center and our Connecticut co-hosts to consider and make decisions about key elements, such as breakout session content, networking strategies, and keynote selection. See *Roles & Responsibilities* below for more information.

What Will the Forum Planning Committee Do This Year?

Coordinated and facilitated by the HMG National Center, the FPC meets once a month leading up to the Forum. See *When Will the Committee Meet?* below for all meeting dates.

This year, the FPC will help plan and weigh in on elements of the event including:

- Affiliate presentation selection
- Networking topics and formats
- Keynote/plenary selection
- Co-host session development
- Extracurricular activities and city-engagement
- And more!

Who Should Join the Forum Planning Committee?

If you are working for or with HMG, have attended past Forums, or plan to attend HMG Forum 2025, we encourage you to join FPC.

Eligible individuals include but are not limited to:

- HMG leads at the state or local-level
- HMG staff (e.g. Centralized Access Point staff, outreach staff, etc.)
- Those working on policy, marketing, Data Collection & Analysis for a HMG system
- Close organizational partners who are well-acquainted with HMG and have attended past Forums

Roles & Responsibilities

- *Provide input and support decision-making* with respect to Forum content, schedule, and structure with consideration to engagement, content, and previous attendee feedback.
- *Lead planning and implementation* of key Forum activities including networking and breakout sessions.
- *Serve in support staff roles at the event*, including helping with check-in, posting signage, and staffing extracurricular events.
- *Reflect and offer suggestions* to support planning of the following year's Forum activities and to guide improvements to the FPC process itself.

When Will the Committee Meet?

The FPC will convene once per month between January and July 2025 on the following dates:

1. Tuesday, January 21, 2025 • 2:00-3:00 PM ET
2. Tuesday, February 25, 2025 • 2:00-3:00 PM ET
3. Tuesday, March 18, 2025 • 2:00-3:00 PM ET
4. Tuesday, April 15, 2025 • 2:00-3:00 PM ET
5. Tuesday, May 20, 2025 • 2:00-3:00 PM ET
6. Tuesday, June 17, 2025 • 2:00-3:00 PM ET
7. Tuesday, July 1, 2025 • 2:00-3:00 PM ET

Commitment

- *Duration:* FPC members will contribute to HMG Forum planning and implementation efforts, meeting and working from January to July 2025.
- *Expected time commitment:* FPC members should anticipate spending approximately 3-4 hours per month on Forum-related efforts; actual time spent may vary based on month and associated tasks.
- *Attendance:* FPC members will attend the HMG National Forum 2025 in Hartford, CT on July 14-16, 2025.

Incentives

To recognize the time and effort provided by FPC members, the HMG National Center offers the following incentives:

- One waived registration fee for HMG Forum 2025. Waived registrations apply only to Committee members and are non-transferrable.
- Recognition on the main stage at the Forum.
- Inclusion by name in HMG News edition announcing the formation of FPC 2025 and following the event.

Application Process

Eligibility Criteria

Applicants must be:

- An active member of a HMG system at any stage of implementation (e.g. exploration, installation, implementation, sustainability) in any direct or partner role (e.g. state/system lead, HMG Leadership Team member, Core Component Work Group member, HMG staff member, etc.).
- Able to attend the first FPC meeting on Tuesday, January 21, 2025.
- Able to attend at least six of the seven FPC meetings (dates provided above).
- Able and planning to attend the Forum on July 14-16, 2025 in Connecticut.
- Able to perform the outlined roles and responsibilities.

Application

The FPC application is [available online](#) and due by 11:59 PM Alaska Time on Tuesday, November 26, 2024.

Applicants will be reviewed and FPC 2025 members will be selected based on eligibility, agreement to roles/responsibilities, and suggested strategies for HMG Forum 2025. Consideration will also be given to the Committee's representation of the Network's variation in phase of HMG implementation, HMG system type, and individual role.

Applications accepted until 11:59 PM Alaska Time on Tuesday, November 26, 2024.

Applicants will be notified by Monday, December 9, 2024.