



Request for Proposals – 2026 RhPAP Biennial Conference Host

The Rural Health Professions Action Plan (RhPAP) invites innovative and impactful proposals from rural Alberta communities interested in hosting our 2026 biennial conference. Since 2008, this premier event has brought together professionals, policymakers, and stakeholders dedicated to advancing rural health and community development.

In 2024, Wainwright served as our host community, bringing together over 200+ participants. We gathered to explore the evolving landscape of rural health. We encouraged participants to reflect on past experiences, reimagine innovative solutions, and refocus on our collective goals. Our speakers, sessions, and networking opportunities were designed to facilitate meaningful discussions and spark new ideas to advance rural healthcare.

We invite your community to play a vital role in shaping the future of rural healthcare. By hosting the conference, you will have the opportunity to showcase your rural community, share insights, and contribute to inspiring change, fostering innovation, and creating lasting community impact.

Proposed Conference Dates: October 6-8, 2026

Proposal Guidelines

All proposals must include the following details:

1. Introduction to Your Community:

- A description of what makes your community unique.
- A community overview (population, key demographics, and partnering communities).

2. Planning Committee:

- **A list** of 3-4 community representatives that will participate in on-the-ground conference planning and attend bi-monthly planning meetings
- Please include representative names, email addresses, and phone numbers.

3. Accessibility:

- Distance (in km) from the closest airport.
- A list of transportation services available to attendees (ex. rental companies, rideshare, and taxi services).

4. Conference Facility:

- A facility that can comfortably accommodate 200+ participants
- Will the space allow us to run multiple breakout sessions in separate areas throughout the facility?
- Does the facility have a full kitchen for catering?

- Does the facility provide a stage?
- Are tables and chairs included (specify type of tables: round or rectangular and quantity)?
- Does the facility have a built-in AV service, or does that need to be outsourced? Is there a trusted AV service available in the community?

5. Catering:

- A list of the top three local caterers, including company names, email addresses, and phone numbers.

6. Community Showcase:

- Provide a list of possible activities and locations that would highlight your community during the Wednesday evening Community Showcase Event.
- The location should be able to accommodate 200+ participants.
- Is there a shuttle service (busing company within 50 km) that can be hired? If yes, please include company names, email addresses, and phone numbers.

7. Accommodations:

- To host the conference, your community must have accommodation options for 200+ participants.
- Please include a list of local hotels with contact information (names, email addresses, and phone numbers).
- Provide the distance from these hotels to the proposed conference facility.

Evaluation Criteria:

Proposals will be evaluated by a committee and scored based on the above information.

Submission Process:

Please email your proposal and any questions to conference@rhpap.ca by **11:59 pm on Friday, September 19, 2025**. Late applications will not be considered.

Selection Process:

Applicants will be notified of a decision between **September 29** and **October 3, 2025**.

Public Announcement:

The selected host community will be publicly announced **the week of October 13-17, 2025**.

We look forward to your innovative and insightful contributions to the 2026 conference!

Thank you, RhPAP