

2028 National Rural Grocery Summit Co-Host Organization Questionnaire

Instructions: Use this document to prepare your responses prior to submission. All interested co-host organizations must submit one response [using the online questionnaire form](#).

About Co-host Organization: The following questions ask about your organization and your ability to serve in the conference co-host role.

Expectations of co-host organization:

- Leverage networks to attract rural grocers and stakeholders to the event;
 - Identify Steering Committee Members;
 - Have 2-3 team members participate in a minimum of monthly planning meetings beginning in Fal 2026. Planning Committee members will:
 - Assist in determining location and venue(s),
 - Participate in one in-person site visit and scoping meeting in 2027,
 - Assist with promotion, outreach and marketing of the National Rural Grocery Summit,
 - Assist with content and agenda development, including tours;
 - Assist with sponsorship solicitation;
 - Have at least one organization representative serve on National Rural Grocery Summit Steering Committee in addition to Planning Committee.
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- Contact Name, Email, Phone Number and Organization
 - The National Rural Grocery Summit attracts rural grocers and stakeholders from across the country. What aspects of your state and your proposed locations make it ideal for the 2028 National Rural Grocery Summit?
 - What is your organization's past experience hosting a conference? Please include information on size (number of attendees) and scope of audience (local, regional, statewide, national).
 - What existing rural grocery relationships do you bring to this planning partnership? Do you have established networks and methods of communication for attracting rural grocers and stakeholders to this summit?
 - Does your organization have access to a conference/or event planner to assist with day-of site logistics, registration, and vendor coordination? These services are not required, but helpful to consider. Please include the website of this team or other relevant details (cost, availability) to consider.
 - Who from your organization would be available to serve on the conference planning team, recognizing that this may change? This would include a minimum of 2-3 individuals from your organization that would meet regularly with the Rural Grocery Initiative staff and NRGs Steering Committee (see expectations above).
 - What financial support is available from the host organization to put on this event?

Conference Venue Options:

Please identify and rank up to 3 potential conference locations and venues in your state to consider for the 2028 National Rural Grocery Summit anticipated for Summer 2028. Proposed conference venues must, to the best of your knowledge, meet the conference parameters listed below.

Conference Location and Venue Minimum Qualifications:

- Plenary room that can accommodate at least 250 attendees;
- 3-4 meeting rooms (for breakout sessions) that can accommodate between 60-75 people each;
- Hotel block available for at least 100 rooms;
- Access to large hub airport within metropolitan area of selected city.

- Option 1:
 - City:
 - Venue:
 - Venue website:
 - Nearest full-service airport:
- Option 2:
 - City:
 - Venue:
 - Venue website:
 - Nearest full-service airport:
- Option 3:
 - City:
 - Venue:
 - Venue website:
 - Nearest full-service airport:

Tours:

The 2028 summit will include tours to innovative rural grocery projects. These visits should incorporate examples of innovation, creative thinking, and strategic partnerships. Ideally tours would be located within 1 – 2 hours of the selected conference location.

- Please share information on at least one and up to three potential tours in your state to consider for the 2028 National Rural Grocery Summit.
 - Option 1:
 - Store/Project Name:
 - Store/Project Location:
 - Description/Justification:
 - Option 2:
 - Store/Project Name:
 - Store/Project Location:
 - Description/Justification:
 - Option 3:
 - Store/Project Name:
 - Store/Project Location:
 - Description/Justification:

- Is there anything else you'd like to share about your organization's interest and capacity to serve as a host organization for the 2028 National Rural Grocery Summit?