Activity Format: This activity uses a series of rectangular tables arranged in either a circle or in long rows. It is ideal for groups of 40 or less but can be implemented with larger groups. Half of the group is seated randomly on one side of the tables and the remaining half on the other side. This can also be done with two rows facing each other standing in a hallway or down the side of a large room.

Activity Instructions: Share the following instructions with the group:

“The goal of this "speed networking" activity is to provide you the opportunity to learn about other girl-serving or STEM-focused organizations and programs with the expectation that you may discover a program that could be a promising collaborator. If you are considering a mini-grant, the mini-grant application requires you initiate a collaboration with a program that your organization may not have worked with in the past. This is your opportunity to scan the field of potential collaborators in search of the best, most promising mini-grant partners.

In three minutes describe your program to the person across from you. Provide the following information:

- Your name
- Organization name
- Organization mission
- Organization current activities
- Organization needs
- Organization successes or resources

At six minutes a bell will sound and those on the north (west) side of the tables will have one minute to move sideways one chair to learn about another program or if in rows to move to the left (or right, depending on set-up).

Activity Timeline: Time for this activity can vary, based on the number of participants and the time you have on your agenda to devote to collaboration. Though it can be time consuming, participants seem to love this activity and want more opportunities to really get to know the folks in the room. We recommend you do at least three rounds (20 minutes), but participants can benefit from five or six rounds, if you can devote the time.

How to Use Speed Networking: The purpose of the activity is to introduce participants to other girl-serving or STEM-focused organizations in the room so that program participants will be aware of opportunities or resources that can be leveraged. This activity is used at the beginning of events to help participants meet each other. Also, when introducing mini-grant funding opportunities, this can be a good way to help foster collaborations. To qualify for a mini-grant, organizations must propose a productive collaborative activity with a group they have not worked with in the past. The Speed Networking activity provides the opportunity for program coordinators to meet and learn about potential collaborators whom they might later approach to propose a collaborative mini-grant.