

Instructions

Thank you for your interest in presenting a session at the 2019 Conference on Ending Homelessness! Please review the session proposal instructions below before beginning your proposal application form.

Conference Date and Location

The conference will take place on November 6 and 7, 2019 at the Spokane Convention Center located at 334 W Spokane Falls Blvd, Spokane, Washington 99201.

Benefits of Becoming a Conference Presenter

Conference Presenters gain visibility and recognition in their field and play an important role in advancing peer-to-peer learning. Presenters will also receive complimentary registration on the day of their presentation and a discounted conference registration fee to attend the full conference. The Housing Alliance highly values having a diverse representation of perspectives at the conference. We have limited assistance available for presenters living on low incomes and/or those from small community organizations.

Deadline for Submitting a Proposal

Proposals are due by **Monday, May 20 by 5:00 pm**. Notification of acceptance will be made by July 17. Please contact Teresa Clark at teresac@wliha.org if you have any questions or would like assistance.

Conference Audience

Conference attendees include homelessness service providers (i.e., frontline workers, clinicians, program managers, administrative staff, and organizational directors); homeless housing providers; property managers and affordable housing developers; clinical social workers and attorneys; individuals who are currently or have previously experienced homelessness; survivors of domestic violence; low-income tenants; local and state government employees; local and state elected officials; members of faith communities; advocates; members of our Resident Action Project; non-profit board members; and more. We anticipate over 700 people from all regions of Washington and neighboring states will attend our 2019 conference.

Session Formats and A/V Support

- Formats other than traditional presentations are encouraged, including panel discussions, single speakers, moderated debates, etc.;
- The number of speakers (including a moderator) in each workshop will be limited to 4;
- AV equipment and a technician will be available throughout the conference;
- Each session will be attended by a conference staff member who will be available to assist speakers;
- How rooms are set will be determined by conference management and will take into consideration the overall programming. No exceptions. Please note that 'workshop-like' room settings may not be possible and bear that in mind when submitting your proposal, and planning your session if selected.;
- Sessions will be scheduled for 75 or 90-minute time blocks between the hours of 9:00 AM – 5:00 PM on November 6 and 9:00 AM – 12:30 PM on November 7.
- Typically, 75 - 100 people attend each conference session.

Selection Criteria

The conference program committee will work to develop a well-balanced and diverse program that meets the learning needs of our statewide audience. Presentations emphasizing new and creative ideas, evidence based practices, anti-racism and equity issues, and participation of conference attendees will stand out to conference organizers. Reviewers will evaluate proposals and prioritize those that:

- Include all required proposal information as outlined in the submission form;
- Are appropriate for a statewide audience or are targeted to a specific subset with tailored information;
- Include presenters who have expertise and experience related to the proposed workshop topic;
- Offer opportunities for participants to develop new skills and/or replicate a successful program model;
- Present service delivery and housing models that are recognized as evidence-based best practices;
- Add diversity, additional points of view, or address emerging issues and promising practices;
- Address anti-oppression, domestic violence, and racial equity issues;
- Impact communities that are not represented in other workshops;
- Avoid the promotion or selling of products, organizations, or companies;
- Take into consideration all of the above information and submit the proposal form by the deadline on May 20, 2019 at 5:00 PM.

2019 Conference on Ending Homelessness – Session Proposal Form

Basics

* 1. Session title:

* 2. Please provide a brief (50-word or less) description of your session. Note this will be printed in the conference program.

* 3. Learning objectives: what 3 things will participants learn in this session?

4. Do you need any travel assistance to be able to present?

5. Do you need any accommodations to make the conference accessible to you?

6. Do you prefer to present on November 6 or 7?

- November 6
- November 7
- No preference

2019 Conference on Ending Homelessness – Session Proposal Form

Speaker Information

Each session will be limited to four speakers total, including a moderator. Please indicate which speaker will be the moderator, if applicable. If your session will be a panel discussion, please include all presenter information at this time.

Speaker Contact Information

Speaker 1

*** 7. Speaker 1**

Name

E-mail

Organizational Affiliation

Job Title

Phone Number

Credentials

8. Will Speaker 1 be the moderator?

Yes

No

9. The Housing Alliance highly values having a diversity of perspectives represented in our conference program. Please provide any information you would like to share to help us know who is submitting session proposals. How do you identify regarding race, ethnicity, gender identity, sexual identity/orientation, age, and ability? Housing Alliance staff and members of our conference program committee will have access to this information.

Speaker 2

10. Speaker 2

Name

E-mail

Organizational Affiliation

Job Title

Phone Number

Credentials

11. Will Speaker 2 be the moderator?

Yes

No

12. The Housing Alliance highly values having a diversity of perspectives represented in our conference program. Please provide any information you would like to share to help us know who is submitting session proposals. How do you identify regarding race, ethnicity, gender identity, sexual identity/orientation, age, and ability? Housing Alliance staff and members of our conference program committee will have access to this information.

Speaker 3

13. Speaker 3

Name	<div style="border: 1px solid black; height: 25px;"></div>
E-mail	<div style="border: 1px solid black; height: 25px;"></div>
Organizational Affiliation	<div style="border: 1px solid black; height: 25px;"></div>
Job Title	<div style="border: 1px solid black; height: 25px;"></div>
Phone Number	<div style="border: 1px solid black; height: 25px;"></div>
Credentials	<div style="border: 1px solid black; height: 25px;"></div>

14. Will Speaker 3 be the moderator?

- Yes
- No

15. The Housing Alliance highly values having a diversity of perspectives represented in our conference program. Please provide any information you would like to share to help us know who is submitting session proposals. How do you identify regarding race, ethnicity, gender identity, sexual identity/orientation, age, and ability? Housing Alliance staff and members of our conference program committee will have access to this information.

Speaker 4

16. Speaker 4

Name

E-mail

Organizational Affiliation

Job Title

Phone Number

Credentials

17. Will Speaker 4 be the moderator?

Yes

No

18. The Housing Alliance highly values having a diversity of perspectives represented in our conference program. Please provide any information you would like to share to help us know who is submitting session proposals. How do you identify regarding race, ethnicity, gender identity, sexual identity/orientation, age, and ability? Housing Alliance staff and members of our conference program committee will have access to this information.

19. We will publish a conference attendee roster listing the name and contact information of speakers and attendees. Would your session's speakers like to be included on this roster?

Yes, it's okay to list our speaker contact information in the conference roster.

No, please do not list our speaker contact information in the conference roster.

Other (please specify)

Speaker Biographies

Please provide a brief biography for each speaker. The biography will be published in the online conference program and is needed in order for the conference to be certified for continuing education credits.

20. Speaker 1 Biography

21. Speaker 2 Biography

22. Speaker 3 Biography

23. Speaker 4 Biography

2019 Conference on Ending Homelessness – Session Proposal Form

Session Information

* 24. Please describe why the session presenters are qualified to present the session content, including previous facilitation experience.

* 25. Will your session address issues unique to a specific population, such as survivors of domestic violence, youth and young adults, etc.? If so, please describe.

* 26. Will this session address racial equity and other anti-oppression issues such as sexism, classism, LGBTQ rights, etc.?

* 27. Why should this topic be prioritized in the conference program?

* 28. All sessions will be tagged in the conference program to help attendees identify which workshops they are interested in attending. Which tags are appropriate for your session proposal?

- Anti-Racism & Equity
- Direct Services
- Disabilities
- Domestic Violence
- Resident Action Project
- Families
- Housing Strategies
- Immigration & Refugees
- Organizational Development
- Physical & Behavioral Healthcare
- Policy & Advocacy
- Single Adults
- Youth & Young Adults
- Other (please specify)

Audio-Visual Equipment

The following A/V equipment will be provided:

- Laptop computer & wireless mouse
- LCD Projector
- Projector Screen
- Microphones (at our discretion)

If selected, other equipment needs will be assessed in your confirmation agreement. Please note that we highly discourage the use of flip charts due to the room size and number of participants anticipated in each session.

29. Is there anything else that you would like the conference program committee to know about your proposal?