NCFL's 2017 Families Learning Conference
Call for Proposals

Call for Proposals submission is due by April 7, 2017. Each concurrent session will be one hour and fifteen minutes in length. You will be notified no later than May 5, 2017, regarding the status of your proposal.

Lead Presenter Information

Contact Information

First Name*: _________________________________________________
Last Name*: ______________________
Job Title*: _________________________________________________
Company/Organization Name*: _________________________________
Email Address*: _________________________________________________
Email Address*: ______
Street Address*: _________________________________________________
Apt/Suite/Office: _________________________________________________
Country* ______________________________________________________
City*: __________________________________________________________
State*: __________________________________________________________
Zip*: ____________________________________________________________
Post/Postal Code*: ______________________________________________
Phone Number (include extension if applicable for work)*: _____________
Personal Cell Number*: __________________________________________
Fax Number: ____________________________________________________
Organization's Website URL: ______________________________________
Additional Program Contact Person

Full Name: _________________________________________________
Email: _________________________________________________

_________________________________________________

You and Your Program

Please select one of the seven terms below that best describes you*

( ) Educational Practitioner/Teacher
( ) Educational Administrator
( ) Community Leader
( ) Parent
( ) Researcher
( ) Funder
( ) Other (If selected, field is required):

If you selected "Educational Practitioner," please also select the type of your organization*

( ) School-Based
( ) Community-Based Organization
( ) Institution of Higher Education
( ) Library
( ) Coalition
( ) Other (if selected, field is required):

_________________________________________________
Select up to 2 topics that best describe your presentation*

[ ] Preschool
[ ] School-Age
[ ] Adult Education
[ ] Instructional Strategies
[ ] Standards-Based Education
[ ] College and Career Readiness
[ ] Library Programs
[ ] Inquiry/Wonder-Based Learning
[ ] Two-Generation Learning
[ ] PACT Time® and/or Parent Time
[ ] Parent Engagement
[ ] Family Literacy
[ ] Family Mentoring
[ ] Family Service Learning
[ ] Families in the Digital Age
[ ] Teaching in a Multi-Cultural Classroom
[ ] Engaging Ethnically Diverse Families
[ ] Literacy Coalitions


Lead Speaker Bio and Info

Lead Presenter Bio (50 word maximum)*

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Will you have a Co-presenter?*

() Yes  
() No

Co-Presenter

Co-presenter's First Name*: _________________________________________________
Co-presenter's Last Name*: _________________________________________________
Co-presenter's Company/Organization*: _______________________________________
Co-presenter's Work Phone*: _________________________________________________
Co-presenter's Cell Phone: _________________________________________________
Co-presenter's Work Email*: _________________________________________________
Co-presenter's Personal Email: ________________________________________________

Do you have a second co-presenter?  

() Yes  
() No

2nd Co-Presenter

2nd Co-presenter's First Name*: _______________________________________________
2nd Co-presenter's Last Name*: _______________________________________________
2nd Co-presenter's Company/Organization*: ____________________________________
2nd Co-presenter's Work Phone*: _______________________________________________
2nd Co-presenter's Cell Phone: ________________________________________________
2nd Co-presenter's Work Email*: _______________________________________________
2nd Co-presenter's Personal Email: _____________________________________________
Session Information

Please provide information that describes what attendees will learn from this session and include content and your target audience. Include how your session will address the topic area you chose. This information will be used by the NCFL selection committee for selecting the presenters. (150 word maximum)*

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Session Title (50 characters max)*

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Session Description (50 word max)*

This description could be used in the printed program and/or on the mobile app.

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Can your session be presented in Spanish, if needed?*

( ) Yes
( ) No

Please translate the session title and session description into Spanish.*

Session Title (50 characters max)*: _________________________________________________

Session Description (50 words max)*

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A/V Information

The basic A/V package that will be in all presentation rooms includes an LCD projector and screen, a podium with a mic, speakers for sound, and free Wi-fi. You must bring your own laptop and the projectors will be PC compatible. **Mac and select PC ultrabook users with no VGA port must bring an adapter if they plan to use the projectors.** These are typically miniDisplay Port to VGA adapters ([example here](#)) or USB Type C to VGA ([example here](#)).

If selected as a presenter, additional equipment can be arranged through NCFL for a rental fee and the costs will be included on your final registration and acceptance form that you must complete and return.
Agreement

Agreement Between NCFL and Selected Concurrent Session Presenters:

- Selected concurrent session presenters must return all forms and register for the Families Learning Conference by the dates designated on the form that will be provided when accepting this opportunity.
- If accepted, Lead presenters may register for $250, which is 50% off the full conference cost of $500, until the date designated on the acceptance form.
- Co-presenters can register for the early bird cost of $399 until the date designated on the acceptance form.
- Presenters selected must be responsible for copying and furnishing all handouts for the session.
- All presenters must adhere to copyright laws.
- Selling or promoting products is not allowed during the concurrent sessions. You may only describe how materials are used in an educational setting.
- Each person selected is responsible for all travel and hotel arrangements.