



Sharing A Vision 2023

October 4 – 6, 2023

2023 REQUEST FOR PROPOSALS

The Sharing A Vision (SAV) Presenter Committee is requesting proposals for: Workshop Presentations and Innovative Practices Poster Sessions for the biennial conference on October 4-6, 2023 at the Embassy Suites in East Peoria, IL.

Conference Theme: “Sharing a Vision: Connecting, Including, Inspiring”

Each Proposal is Required to: Acknowledge the conference theme and align with the principles in the [NAEYC’s Advancing Equity in Early Childhood Education statement](#).

TYPE OF PROPOSALS

- **Workshop Presentation Proposal Details:**
All workshops will be 90 minutes in duration. Presenters may be invited to give their workshop presentation more than once.
- **Innovative Practices Poster Session Details:**
A presentation opportunity to briefly highlight the innovative practices you have engaged in to meet the needs of children, families, or staff, and to share the positive outcomes of your practice. Poster sessions will have a free standing 6’ table to display objects, posters, and other items in the exhibit hall. There will be a dedicated 45 minute session for conference attendees to interact.

DEADLINES

- **Deadline for Proposal Submissions:** January 16, 2023
- **Acceptance Date:** March 31, 2023 (Only the lead presenter will be notified of conference acceptance.)
- **Deadline for Presentation Handouts for the Guidebook App:** September 1, 2023

PRESENTER INFORMATION

- **Presenter Information:** Each workshop presentation and poster session can have up to three total presenters (one lead presenter and two co-presenters).
- **Complimentary Main Conference Registration:** All presenters must register for the conference. Each accepted application will receive one complimentary main conference registration for ONE PERSON ONLY. All other presenters must pay the registration fee to attend the conference.

HOW TO SUBMIT YOUR REQUEST FOR PROPOSAL APPLICATION

- Click the appropriate link below for workshop presentation or poster session to submit your application.
- If you would like to submit for a workshop and poster session, or more than one workshop, you will need to submit each one separately. You can only submit one poster session.
- If you have any questions during this process, contact Meg at ISU Conference Services at mdrhoa1@ilstu.edu.
- Once you start your application you have 30 minutes to complete it or the form will timeout. Make sure you have all the below information ready before you begin.
- When filling out the form, if you receive an error message for missing a required field, scroll down to that field and complete. DO NOT use the back button or your information will be lost. After you get to your order details screen, you MUST scroll to the bottom of the screen and hit SUBMIT. You will know when you have submitted the form when you receive a confirmation in green.

COMPLETE THE REQUEST FOR PROPOSALS FORMS

Click here to complete the Workshop Presentation Form or visit bit.ly/sav23RFPWorkshop.

Click here to complete the Innovative Practices Poster Session Form or visit bit.ly/sav23RFPInnovation.

Before you submit your online form, you need to know if you are submitting for a Workshop Presentation or an Innovative Practices Poster Session. Please see the following pages to view the required content for each type of proposal.

WORKSHOP PRESENTATION RFP APPLICATION INFORMATION

All fields with a red asterisk (*) are required.

LEAD PRESENTER

*First Name: _____ *Last Name: _____

*Credentials: _____ *Employer: _____

*Title/Position: _____

*Email Address: _____ *Phone: _____

*Address (preferred address for receiving communications): _____

*City: _____ *State: _____ *Zip Code: _____

*Biography for Lead Presenter (limited to 75 words):

CO-PRESENTER INFORMATION (IF ANY)

Co-Presenter 1

First Name: _____ Last Name: _____

Credentials: _____ Employer: _____

Title/Position: _____

Email Address: _____ Phone: _____

Address (preferred address for receiving communications): _____

City: _____ State: _____ Zip Code: _____

Biography for Co-Presenter (limited to 75 words):

Co-Presenter 2

First Name: _____ Last Name: _____

Credentials: _____ Employer: _____

Title/Position: _____

Email Address: _____ Phone: _____

Address (preferred address for receiving communications): _____

City: _____ State: _____ Zip Code: _____

Biography for Co-Presenter (limited to 75 words):

PRESENTATION INFORMATION

*Session Title (Subject to editing): _____

*Session Description for Brochure (limited to 60 words; subject to editing):

*Clearly state 2-4 objectives of your presentation (i.e., Participants will....) (Limited to 50 words):

*Describe how your presentation will be relevant to conference participants (families with young children and professionals working with young children ages 0-8) (Limited to 100 words):

*Describe (in 50-100 words) how you will incorporate adult learning principles to deliver an interactive and educational session. A glossary of adult learning principles can be found [here](#).

**Have you done this presentation before?

YES, If so, where? _____ NO

*Please select the age range for your presentation:

0-3 0-5 0-8 3-5 3-8 5-8

*Which of the early intervention principles does this session support? How does this session address the needs of children, birth to three (0-3) and their families? (Please check all that apply):

- N/A, this session DOES NOT address early intervention or the 0-3 population
- 1. The primary goal of EI is to support families in promoting their child's optimal development and to facilitate the child's participation in family and community activities.
- 2. The focus of EI is to encourage the active participation of families in the therapeutic process by embedding intervention strategies into family routines. It is the parents who provide the real early intervention by creatively adapting their childcare methods to facilitate the development of their child, while balancing the needs of the rest of their family.
- 3. EI requires a collaborative relationship between families and providers, with equal participation by all those involved in the process. An on-going parent-professional dialogue is needed to develop, implement, monitor, and modify therapeutic activities.
- 4. Intervention must be linked to specific goals that are family-centered, functional, and measurable. Intervention strategies should focus on facilitating social interaction, exploration, and autonomy.
- 5. Intervention should be integrated into a comprehensive plan that encourages transdisciplinary activities and avoids unnecessary duplication of services. The plan should be built around family routines, with written home activity programs to encourage family participation in therapeutic activities on a daily basis.
- 6. Intervention should be monitored periodically to assure that the strategies implemented are successful in achieving outcomes.
- 7. Children and their families in the Early Intervention System deserve to have services of the highest quality possible. High standards will be set for the training and credentialing of administrative and intervention staff. Training, supervision, and technology will be focused to achieve excellence.

*Please select the level your presentation is targeted for:

- Introductory/Awareness: General information, participants do not need background information to attend.
- Intermediate/Application: Participants have some background knowledge before attending. Additional information is given to help participants apply the knowledge and begin to problem-solve.
- Advanced/Mastery: Participants have a strong knowledge of the topic and the session is designed to integrate current knowledge and skills with new information to analyze or create plans for further growth or implementation.

*Please indicate how your presentation addresses the conference theme of "Sharing a Vision: Connecting, Including, Inspiring" (50-100 words):

*Please indicate the appropriate strand to which this presentation aligns:

[Click here](#) for all stand definitions. The strands are aligned to DEC Recommended Practices.

- | | | | |
|-------------------------------------|--------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> Leadership | <input type="checkbox"/> Environment | <input type="checkbox"/> Instruction | <input type="checkbox"/> Teaming and Collaboration |
| <input type="checkbox"/> Assessment | <input type="checkbox"/> Family | <input type="checkbox"/> Interaction | <input type="checkbox"/> Transition |

*Please indicate the audience to whom your presentation is targeted. Check all that apply:

- | | | |
|--|--|---|
| <input type="checkbox"/> Administrator | <input type="checkbox"/> Family Educator, Home Visitor | <input type="checkbox"/> Teacher Assistant |
| <input type="checkbox"/> Early Interventionist | <input type="checkbox"/> Related Service Provider | <input type="checkbox"/> Instructional Coach or PD provider |
| <input type="checkbox"/> Family Member | <input type="checkbox"/> Teacher | <input type="checkbox"/> Other: _____ |

ADDITIONAL INFORMATION

Accommodations - If you have a disability that requires accommodations, please describe the necessary accommodations:

***Technology** - SAV will provide internet access, a screen and power cart for each workshop session. SAV will also have a limited number of LCD projectors and speakers (for computer sound) available during each session. A fee of \$50.00 **per session** will be required to reserve a projector and a fee of \$20.00 **per session** will be required to reserve a speaker (for computer sound). Presenter **must** bring their own laptop and connectors; **these will not be provided**. Payment is not due at time of submission. Please indicate your needs:

- I will pay \$50.00 to have an LCD projector provided by SAV for my session
- I will pay \$20.00 to have a speaker provided by SAV for my session
- I will pay \$70.00 to have an LCD projector and speaker (for computer sound) provided by SAV for my session.
- I will be bringing my own presentation equipment/projector and/or speaker

I understand that I am responsible for providing my own laptop computer and adapters, and unless I pay \$20.00 to reserve a speaker and/or \$50.00 to reserve a projector in advance, I must provide my own during the presentation.

For technology requested during the conference you will be charged \$375 for a projector and \$100 for the sound system, which must be paid before the equipment will be provided.

- Yes, I understand.

Additional Notes - Use this field to tell us any other important information regarding your presentation:

INNOVATIVE PRACTICES POSTER SESSION RFP APPLICATION INFORMATION

LEAD POSTER SESSION REPRESENTATIVE

*First Name: _____ *Last Name: _____

*Credentials: _____ *Program: _____

*Title/Position: _____

*Email Address: _____ *Phone: _____

*Address (preferred address for receiving communications): _____

*City: _____ *State: _____ *Zip Code: _____

*Program Setting/Type: (ex: Early Childhood Special Education, Early Intervention, etc.): _____

*Program Description (limited to 75 words):

OTHER POSTER SESSION REPRESENTATIVES (IF ANY)

Session Representative #2

First Name: _____ Last Name: _____

Credentials: _____ Program: _____

Title/Position: _____

Email Address: _____ Phone: _____

Address (preferred address for receiving communications): _____

City: _____ State: _____ Zip Code: _____

Session Representative #3

First Name: _____ Last Name: _____

Credentials: _____ Program: _____

Title/Position: _____

Email Address: _____ Phone: _____

Address (preferred address for receiving communications): _____

City: _____ State: _____ Zip Code: _____

INNOVATIVE PRACTICES POSTER SESSION INFORMATION

*Poster Session Title: _____

*Poster Session Description (limited to 60 words; subject to editing)

*Poster Session Objective(s) (i.e., Participants will...) (Limited to 50 words):

*Please describe how your poster session addresses the conference theme of "Sharing a Vision: Connecting, Including, Inspiring" (50-100 words):

*Please indicate the appropriate strand to which this presentation aligns:

[Click here](#) for all stand definitions. The strands are aligned to DEC Recommended Practices.

- | | | |
|--------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> Leadership | <input type="checkbox"/> Family | <input type="checkbox"/> Teaming and Collaboration |
| <input type="checkbox"/> Assessment | <input type="checkbox"/> Instruction | <input type="checkbox"/> Transition |
| <input type="checkbox"/> Environment | <input type="checkbox"/> Interaction | |

ADDITIONAL INFORMATION

Accommodations - If you have a disability that requires accommodations, please describe the necessary accommodations:

Additional Notes - Use this field to tell us any other important information regarding your poster session: