APSE’s 28th annual conference will be held in Portland, OR on June 20-22, 2017, with a pre-conference day on June 19th. The APSE conference focuses exclusively on integrated employment of individuals with disabilities.

2017 National APSE Call for Proposals!
Proposals due by January 20th 2017!

At this premier event share knowledge, expertise and ideas on the latest and best practices and innovations to make employment a reality for all!

The National APSE Conference provides education and networking opportunities for individuals with disabilities, families, rehabilitation and employment professionals, transition teachers, employers, policymakers, educators, and anyone interested in advancing Employment First!

We are looking for innovative presentations that expand state-of-the-art practices advancing employment for all!

PRESENTER REQUIREMENTS

1. Conference proposals must be submitted using the on-line process. All required information must be provided at the time of submission. Incomplete proposals will not be accepted for review.

2. To promote diversity in presentations, presenters are limited to one (1) presentation submission as a lead presenter and no more than two (2) presentation submissions total.

3. All presenters and co-presenters accepted as a result of the Call for Proposals must register for the conference, paying the full conference registration fee. If your proposal is accepted, your conference registration is due no later than May 15, 2017. If registration fees are not paid by this date, the session will be cancelled.

4. All presenters and co-presenters must pay for their travel and lodging for the conference. APSE is not able to pay travel expenses for presenters.

5. APSE provides an LCD projector and screen for all sessions. All other audiovisual needs (including internet access, audio from computer files/videos, flipcharts, laser pointers, etc.) will be at the presenter’s expense, and must be arranged with the hotel. A/V information will be provided to presenters at the time of presentation acceptance notification.

6. Acceptance of proposals is based on the presenters listed in your proposal. Substitution of presenters after acceptance is not permitted.
CONFERENCE SESSION FORMATS

Please review the following session types for both the description and number of each type that will be accepted.

Different States, Common Issues (2 1/2 hours): Rather than just presenting a session on what’s going on in your state, here’s a chance to be part of an interactive, facilitated dialogue and in-depth conversation with others. The purpose of these sessions is to bring together representatives from different states and locales to discuss their approaches to a common topic. In addition, the purpose is to provide the audience multiple viewpoints in one session, with the opportunity to compare and contrast different approaches. Each session will be approximately 2 ½ hours. Presenters will give a short presentation and then participate in a facilitated dialogue with the other presenters accepted for the topic area. APSE will supply a facilitator to ensure lively discussion and shared learning among the presenters and audience. APSE is recruiting “Different States, Common Issues” sessions on the following topics: a) State Systems Change; b) Organizational Transformation; c) Successful Models for Transition; d) Self-Employment and Entrepreneurship; e) Post-Secondary. If you are interested in presenting on these topics, we strongly urge you to consider this type of session, instead of a Topical Breakout Session. In your presentation application, please choose one of these topics, or indicate another topic you wish to present on using this format. The APSE conference will have a maximum of 6 “Different States, Common Issues” sessions, with up to 4 sets of presenters per session.

Topical Breakout Sessions (60 or 75 minutes): Breakout sessions provide participants an opportunity to engage with the presenters and each other in learning about the session topic and how to apply it in their own work. These sessions begin with a brief framing of an issue, theory, model, or process and include data, practical examples, and evidence that presenters and the participants can then use to examine and discuss the topic. Sessions will be led by one or more presenters using audience participation and interactive activities as the primary mechanism for sharing information and learning. Depending on the number of topics received, you may be contacted and provided the option to present in a “Different State, Common Issues” session instead. APSE will accept a maximum of 6 Topical Breakout (Lecture) Style Breakout Sessions of 60 or 75 minutes each.

APSE Talk (10-12 minutes): Back by popular demand! APSE Talks follow the model of the TED Talks. APSE Talks are concise, well-prepared, light on presentation slides (from no slides to no more than 5 slides), and delivered with “style”. The goal is to deliver one idea, clearly and persuasively. This

Important Deadlines and Timelines:

- **January 20, 2017**: Submit proposals electronically at: [https://app.wizehive.com/webform/2017NationalAPSERFP](https://app.wizehive.com/webform/2017NationalAPSERFP) by 5pm eastern, 4pm central, 3pm mountain, 2pm pacific. Receipt of proposal will be emailed to lead presenter upon submission. Notify us within 24 hours if you do not receive an email confirmation. It is your responsibility to re-submit or contact the APSE office at 301-279-0060.
- **March 2017**: Selection notification (accepted, wait listed, or not accepted) will be sent to lead presenters by mid-March via the email listed in your submission. Status of your proposal will not be available prior to the mid-March notification of lead presenters.
- **May 15, 2017**: Chosen presenters (including ALL presentation co-presenters) must be registered. Sessions will be subject to cancellation if presenters are not registered by this deadline.


Conferences that Matter (60 to 75 minutes): Unlike a typical breakout session where the presenters are experts on a topic and make a structured presentation, a Conversation that Matters is primarily an open discussion, facilitated by one or more discussion leaders on a specific topic important to the field of competitive integrated employment. You don’t need to be an expert, just willing to lead a conversation! The discussion leaders will start with a short presentation (maximum of 15 minutes) to set the stage and then open up the session for lively discussion and dialogue among the attendees. **APSE will accept a maximum of 30 Conversations that Matter.** (More information on Conversations that Matter.)

Power of 5 Presentations (5 minutes): APSE is pleased to offer the opportunity for a new type of presentation that is short and to the point. Based on the Lightening Talk concept, Power of 5 presentations are 5 minutes, with a maximum of 5 slides, and no more than 5 words per slide. The idea is to quickly share a concept, idea, or story, in a short amount of time in a way that is entertaining and engaging. Each Power of 5 presenter will be grouped with 4 other presenters (5 total) in an hour time slot session, with time after all the presentations for audience discussion. **APSE will accept a maximum of 20 Power of 5 sessions.** (Additional information on Lightening Talks.)

**APSE strongly encourages the inclusion of individuals with disabilities, family members, employers and other stakeholders in presentations. Inclusion of diverse cultural perspectives for diverse populations; disabilities and international perspectives are also encouraged.**

---

**CONFERENCE STRANDS**

*Proposals on the topics listed under each strand will be given preference in the review process.*

**INNOVATIVE PRACTICES IN INTEGRATED EMPLOYMENT:** Share your innovative ideas and state-of-the-art practices in job development and job support. Suggested topics: a) building employer relationships and assisting individuals with disabilities in obtaining integrated employment; b) supporting individuals on the job and facilitating natural supports; c) utilizing accommodations and technology to support individuals on the job; d) working with individuals and families from culturally and ethnically diverse backgrounds; e) effective person-centered planning and assessment; f) peer-to-peer connections for employment success; g) self-employment/micro-enterprise; h) collaborating with stakeholders (families, employers, individuals with disabilities, etc.); i) supporting individuals with the most significant disabilities; j) solving the transportation challenge; k) enhancing job skills through training and education; l) employment in the public sector; m) developing financial literacy; n) benefits assistance leading to employment success; o) meaningful community engagement when not working.

**TRANSITION FROM SCHOOL TO ADULT LIFE:** Lead discussions of innovative ideas and strategies that ensure young people leave school ready, willing, and able to work. Suggested topics: a) developing employment experiences during high school; b) college and other post-secondary options leading to employment; c) systematic approaches to improving transition from school to work outcomes; d) transition practices that lead to real employment outcomes; e) avoiding the transition to facility-based services trap; f) collaboration with adult service agencies; g) integration with vocational and technical education; and h) state and local education policies that lead to employment success.
PUBLIC POLICY AND FUNDING: Help APSE attendees take a look at the “big picture”. Suggested topics: a) funding & long term services; b) effective public policy advocacy; c) legal and legislative issues; d) developing pro-employment public policies; e) systems change leading to Employment First initiatives; e) inter-agency collaboration; f) disability rights; g) effective advocacy for pro-employment agenda and policies; h) making Employment First a reality: real systems change; i) the future of Social Security; and j) health care reform.

LEADERSHIP FOR THE FUTURE: Lead discussions for moving forward with innovation and excellence. Suggested topics: a) community employment as a choice: discussion & debate; b) moving organizations from facility to community-based employment; c) strengthening the direct service workforce; d) effective program and staff management; e) building and maintaining an effective APSE chapter; f) integrating core employment values and beliefs into practice; g) organizational change; h) choosing quality service providers; i) partnering with and empowering individuals and families; j) the service system of tomorrow; and k) getting beyond just jobs: economic and career advancement.

FAMILY & SELF-ADVOCATE: APSE is committed to involving more families & self-advocates in our conferences and events. This track will be dedicated to areas of interests and hot topics such as a) transition from high school; b) peer to peer support and testimonials; c) leading your employment services; d) supported decision making and e) how to become involved in your state APSE chapter.

PROPOSAL SUBMISSION

Prior to beginning your online submission, it is strongly suggested that you prepare the following information in a separate document, and then paste this information into the online submission form – https://app.wizehive.com/webform/2017NationalAPSERFP After submission you will receive a confirmation email within 24 hours. If you do not receive a confirmation email, your proposal has not been received, and it is your responsibility to re-submit or contact the APSE office about your proposal.

NOTE: When preparing your information, do not double space.

Proposals that do not include all required information will not be accepted for review.

A. *Title* (limited to 100 characters)

B. **Conference Strand:** Select 1 of the 5 strands described above: Innovative Practices in Integrated Employment, Transition from School to Adult Life, Public Policy and Funding, Leadership for the Future, Family & Self-Advocate (NOTE: presentations must clearly relate to one of the identified strands.)

C. *Format* (Conversations that Matter; Topical Breakout; APSE Talk; Power of 5 Presentation; Different States/Common Issues).

D. For Different States/Common Issues, choose one of the following focus areas: a) State Systems Change; b) Organization Transformation; c) Successful Models for Transition; d) Self-Employment and Entrepreneurship; e) Post-Secondary; or f) Other (indicate focus area).

E. **Conference Program Presentation Abstract:** Identify the issue, problem, or question to be addressed, and how the session will address it. If your proposal is accepted, this will be the information in the conference program to market your session, so be sure to make the abstract engaging and interesting! (150 word limit – single paragraph – no abbreviations or acronyms)

F. **Presentation Details:** Responses for each item below should be single paragraphs. Do not include any information that identifies the presenters in these responses.
1. **Detailed description**: Identify in greater detail the issue, problem, or question to be addressed, and a description of implications, implementation, challenges, usefulness to audience, and take-home message. Describe how the presentation will address the selected conference strand and how the presentation format selected supports the information you want to share. Indicate how your presentation will follow the guidelines described for the selected presentation format. (300 word limit)

2. **Learning Objectives**: Provide 2 to 3 participant outcomes. Describe the skills, knowledge, and/or behaviors attendees will know or be able to demonstrate after the session. (100 word limit)

3. **Interactive Activities**: Describe a set of planned techniques, interactive exercises, or other methods you will incorporate into your presentation to promote learning by and among attendees. (150 word limit – response required for Topical Breakout Sessions, and Conversations that Matter ONLY)

F. **Presenter Information**: Contact information & bios for lead presenter and all co-presenters (150 word limit for bios – single paragraph).

*Submit your Proposal here: [https://app.wizehive.com/webform/2017NationalAPSERFP](https://app.wizehive.com/webform/2017NationalAPSERFP)*

*APSE reserves the right to edit/modify these items for length and marketing purposes*

**NOTE: Internet access for presentations** - APSE will make every effort to ensure Internet is available in presentation rooms. However, do not design your presentation presuming that Internet access will be available.

---

**SELECTION PROCESS**

Submissions in acceptable formats and successfully submitted by 5pm EST on **January 20th, 2017** will be evaluated by a review committee. Presenter names are deleted from proposals when they are reviewed. **The selection of proposals is highly competitive and presenters should not presume that their proposal will be accepted. Failure to properly and fully complete the proposal application process will result in automatic rejection of any proposal.** The review committee will evaluate each proposal on the merit and relevance to the conference.

**Selection Criteria**

1. Clarity and coherence of submission.
2. Relevance and usefulness to the intended audience:
   a. Why is topic important to the field?
   b. Usefulness to stakeholders (individuals with disabilities, professionals, families, employers).
3. Presentation approach and level of participant engagement.
4. Contribution to new or innovative practices to integrated employment.
5. Alignment with APSE Mission and Vision (available at [www.apse.org](http://www.apse.org)).
6. Relevance to the conference strand selected.
7. Extent to which the proposal captures emerging trends in practice and research.
8. Measurable participant outcomes: skills, knowledge and/or behaviors attendees will gain or be able to demonstrate after session.

---

**QUESTIONS? NEED ASSISTANCE?**
If you have questions or need assistance, please email macey@apse.org or call 301-279-0060.

THANK YOU FOR YOUR INTEREST IN THE 2017 APSE CONFERENCE!