



## **CALL FOR PRESENTATIONS - 2017 ANNUAL CONFERENCE “PERSONAL AND PROFESSIONAL EXCELLENCE”**

FAPPO is accepting proposals for presentations for the 2017 Annual Conference to be delivered to the membership during its 50<sup>th</sup> Annual Conference May 25, 2017 through May 27, 2017. **The deadline to submit proposals is November 28, 2016.**

Topics for presentation should motivate, educate and challenge our members who are striving to reach “Personal and Professional Excellence”. Every presenter is invited to share experience, expertise, knowledge, and transferrable capabilities with colleagues to offer solutions for future success.

Presentations should have high interest, quality content and delivery design. Length of presentations will be 90 minutes in length. The conference will provide members with a multi-track format.

Presenters will be required to submit their **final presentations in PowerPoint format** to the Program Chair no later than **March 29, 2017**. This deadline is crucial to ensure proper format of material and FAPPO will upload the presentations on-line for members to download materials prior to the conference.

**Presenters must provide their own laptops. FAPPO does not have laptops available for individual use.** If needed, presenters are responsible for making arrangements for this equipment.

Proposal/Application Guidelines:

- Complete application
- Summary of presentation is limited to one paragraph of up to 150 words
- Objectives must be written in a measurable format
- Biographical information must be limited to 150 words and include a picture (.jpeg format, head- and shoulders)
- Proposal/Application shall be submitted via email

Benefits of Presenting Member will receive \$300.00 in Participation Credit for presenting, or if co-presenting, \$150.00 per person in Participation Credit will be awarded. Non-Members will receive complimentary registration to the conference.



**CALL FOR PRESENTATIONS – 2017 ANNUAL CONFERENCE**  
***“PERSONAL AND PROFESSIONAL EXCELLENCE”***  
APPLICATION

Entity: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

Number of Proposals Submitted:

Topic(s)	Recommended Track 1 – Entry to Intermediate 2 – Intermediate to Advanced
1)	1 -            2 -    3
2)	1 -            2 -    3
3)	1 -            2 -    3
4)	1 -            2 -    3

Proposals will be reviewed by the Program Committee and recommendations will be submitted to the FAPPO President for approval. The Program Committee will notify all selected presenters no later than December 12, 2016 of the outcome of submitted proposals.

**To be completed by FAPPO:**

Topic	Committee recommended	President	Tentative
1)			
2)			
3)			
4)			

SUBMIT YOUR PROPOSALS TO:  
 Fatima F Calkins, FAPPO Vice President/Program Chair  
[fcalkins@goaa.org](mailto:fcalkins@goaa.org)