



*Working to Reduce Poverty in America.*

**Thank you for considering the submission of a workshop proposal for the CCUSA 2011 Annual Gathering.**

### **About the Annual Gathering**

The 2011 Annual Gathering will be held in Fort Worth, Texas from September 18-21, 2011. Thirty-six workshops will be offered during one of three periods on Tuesday and Wednesday. Some workshops may be selected for Monday as well.

The Catholic Charities USA Poverty Summit and Annual Gathering brings together 500-600 social work, management, social ministry and policy professionals and partners focused on helping people meet their needs and building a just and compassionate society.

Sessions of the conference will focus on:

- Poverty reduction through a holistic approach, results-oriented and market-based
- Evidence-based programming
- Professional development
- Organizational development

### **Criteria for Workshop Selections**

Proposals will be selected by a review process, including some of following criteria:

1. Does the workshop include creative, innovative ways of furthering the mission of Catholic Charities (service, advocacy, convening) so as to reduce poverty in America?
2. Does the workshop include a practical component which participants can readily apply in practice/ministry?
3. Is the proposal clearly informed by the current literature or by experience of the presenter?
4. Are the concepts in the proposal clear and is the proposal understandable and well-organized?
5. Will the proposed presentation utilize the principles of adult education facilitating knowledge sharing and discussion?

**DEADLINE – Friday, March 4, 2011**

Questions? Contact Amy Stinger at [astinger@catholiccharitiesusa.org](mailto:astinger@catholiccharitiesusa.org) or 703-236-6227.

## Procedure for Workshop Submissions

- Please submit your workshop proposal via email **no later than Friday, March 4, 2011 (this is a firm deadline)**. To submit a proposal, simply follow the instructions and fill out/submit the proposal submission form which follows.
- Complete the form in Microsoft Excel, type your answers in the white boxes and save the file to your computer.
- Email the form as an attachment to Amy Stinger at [@catholiccharitiesusa.org](mailto:@catholiccharitiesusa.org). She can also be reached at 703-236-6227 with questions.

All workshop sessions are 90 minutes long. In some cases, workshop presenters will be asked to share the time in a 90-minute workshop session with no more than one other presenters (resulting in 45 minute presentations).

## Proposal Selection

All proposals will be reviewed by a committee who does not know the names of the person(s) submitting proposals. Presenters will be notified in writing or by e-mail about whether or not their proposals have been accepted by Friday, April 29, 2011.

## Terms and Conditions

Persons who submit proposals for the CCUSA 2011 Annual Gathering and Poverty Summit are asked to agree to the following terms:

If my presentation proposal is accepted, I agree to:

- Attend CCUSA's 2011 Annual Gathering and Poverty Summit
- To register (at my own expense) no later than August 1, 2011
- To pay for my own travel and lodging
- To make my presentation as described, at the time selected.
- To provide materials to be included on a USB for participants by August 1, 2011
- To allow my presentation to be videotaped for exclusive use by CCUSA
- To participate in one of CCUSA's speaker preparation conference calls, held Thursday, August 25 at 3pm Eastern and Friday, August 26 at 3pm Eastern
- To agree that all content provided is my own work. Appropriate credit must be attributed to prevent copyright infringement.

I understand that if I do not register for the Annual Gathering and supply the requested materials by August 1, 2011, my presentation may be removed from the workshop program.

After your selection, you will be asked to sign a Speaker Agreement Form which contains, without limitation, the above terms and conditions.

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