

Call for Proposals: Breakout Sessions

First Things First is seeking proposals for breakout sessions, each 90 minutes in length, that will engage, inform and inspire Summit participants.

2016 IMPORTANT DATES

Submission Deadline	Review of Proposals	Notification of Selections
March 18, 5:00 PM (MST)	March 21 – April 29	Mid-May

Criteria for selection

All proposals will be evaluated by a panel of reviewers including First Things First staff, council members and community partners. It is a highly-selective process. Proposals are rated for their overall quality, qualifications of the presenter(s), alignment with the selected topic areas, relevance and importance of subject matter, and quality/feasibility of accomplishing learning objectives. Sessions are also selected to provide a balanced program with a wide variety of topics.

First Things First is looking for interactive and compelling breakout sessions that:

- Share and demonstrate best practices
- Provide innovative and evidence-based approaches
- Explain research and how to apply it in daily practice
- Engage attendees with opportunities for interaction, discussion and active participation

Topic Areas

Summit breakout sessions provide participants a diverse set of topics related to early childhood development and health. Recognizing early childhood as a component of the education continuum, we encourage proposals that focus on engaging diverse/target populations, effective coordination, and alignment with K-3 education.

Early Childhood Systems Building - Sessions focused on efforts to develop a comprehensive, coordinated and effective early childhood system that prepares young children for success in kindergarten and beyond. Themes may include: research and evaluation; effective partnerships to improve the early childhood system, statewide and in local communities; maximizing resources; infrastructure and capacity building; current evidence-based practices; results of continuous improvement; and, leadership development. Subjects of particular interest include:

- Leveraging and blending funding from multiple sources for successful program implementation
- Effective public/private partnerships
- Statewide integrated data system(s)
- Communities of practice
- Program evaluation
- Effective service delivery in rural communities
- System approaches to meeting individual needs of children, families and professionals
- Building and strengthening effective non-profits
- Effectively engaging policymakers (federal, tribal and state)

Early Learning - Sessions focused on quality early care and education experiences for infants, toddlers and preschoolers, in both center and home-based settings, that help prepare them for success in kindergarten and beyond. Subjects of particular interest include:

- Internal and external program evaluation
- Evidence-based curriculum
- Early childhood instructional practices
- Ongoing progress monitoring of children
- Best practices for serving infants and toddlers or children with special needs
- Best practices for serving dual language learners
- Promising practices to support quality in Family, Friend, and Neighbor care
- Professional development and retention of highly qualified early care and education professionals

Strengthening Families - Sessions focused on supporting parents and families with the tools and information they need to provide stable, nurturing environments that help young children reach their full potential. Subjects of particular interest include:

- Evidence-based programs serving various target populations (e.g., families of children with special needs, and grandparents raising children)
- Culturally-responsive practices
- Programs/services demonstrating child and family level outcomes
- Wrap-around family service delivery models
- Early literacy
- Child abuse prevention
- Impact of toxic stress
- Results of continuous program improvement

Child Health and Development - Sessions focused on promoting the healthy development of children across all domains, including physical, social, emotional, cognitive and language. Subjects of particular interest include:

- Preventive health programs related to early childhood nutrition, physical activity and obesity programs, preventive oral health and early childhood behavioral health
- Early identification of developmental delay and connections to services and interventions
- Comprehensive health systems change

Community Awareness - Sessions focused on building public awareness of the importance of early childhood, including community outreach, marketing, and opportunities for engagement at all levels of early childhood policy and practice.

Tribal Communities - Sessions in any of the topic areas listed above that are specifically focused on the needs of young children and families in tribal communities.

How to submit a proposal

Once you have all of the required information, as detailed below, and are ready to submit your proposal, visit summit.azftf.gov/proposals and click on the button at the bottom of the page to access the online submission form.

The deadline for submission is March 18, 2016 at 5:00 PM (MST).

What you'll need to submit a proposal

One (1) lead presenter will complete the submission form for each proposed session and will be the main point of contact going forward. The lead presenter will have the opportunity to add up to three (3) co-presenters, as is applicable.

It is recommended that you compose and save the content of your proposal submission in a separate document and then cut and paste into this online form.

Presenter(s) information – the following must be provided by the lead presenter and for each co-presenter:

- Name
- Name of Organization
- Title/Position
- Mailing Address
- Cell Phone
- Email
- Days available to present (Mon, Tues or both)
- Biography (Length: up to 150 words or approximately 1,000 characters)

If your proposal is accepted, the lead presenter will be eligible to register to attend the Summit at a discounted rate. Co-presenters must register at the standard rates.

Session Title – the title should draw participants to your session and should be descriptive enough to give a clear idea of the content of your session. If accepted, this title will be listed in the Summit program. (Length: up to 12 words/approximately 140 characters)

Session Proposal (for review panel) – a **detailed description** of the content of your proposed session. Share how your content is relevant, timely and applicable for Summit participants. Clearly list **two to three learning objectives**. What should the learners be able to do if they apply what they learn in the breakout session? (Length: up to 400 words/approximately 2,800 characters)

As the review panel also considers the opportunities for interaction, discussion and active participation your session will provide, you will also be asked to list the types of **interactive learning activities** you will utilize to make your session engaging for your audience. (Length: Up to 75 words or approximately 525 characters).

Brief Session Description (for Summit program, if selected) – a brief synopsis of your session that details what your presentation will cover and what participants will learn. There should be a clear connection between the title and the content of your presentation. If selected, this description will be listed in the Summit program. (Length: up to 30 words/approximately 250 characters)

Level of audience knowledge – indicate which of the following best characterizes the content of your proposed session and the experience level of the intended audience:

- **Introductory** - for participants with basic, limited or no knowledge of the topics, practices, resources or publications covered in this proposal
- **Advanced** - for participants with extensive knowledge of the topics, practices, resources or publications covered in your proposal

To submit your proposal, visit summit.azftf.gov/proposals.