



Child, Adolescent and School Health Conference
Presented by the Michigan Department of Health and Human Services

September 19-21, 2022
Park Place Hotel • Traverse City, MI

The 2022 CASH Conference is being planned for a hybrid format, in-person at the Park Place Hotel along with a virtual option for those who cannot attend in person. This is unless health and safety concerns and/or regulations dictate an all-virtual conference.

Call for Workshop Proposals Submission Form

**Proposal Due Date:
MARCH 31, 2022**

NOTE:

- Complete this form in its entirety and submit it along with presenter bios and any other support documents.
- All submissions must be sent electronically.
- **NOTE:** All presenters **MUST** attend the conference in person, which will allow for the best hybrid experience for all participants. This is unless we need to move to an all-virtual conference.

E-MAIL PROPOSALS BY MARCH 31, 2022 TO:

Diane Drago, Conference Coordinator
2021 CASH Conference
E-mail: ddrago@dmsevents.com

ADDITIONAL PRESENTER INFORMATION

- If the contact person is a presenter, you can identify up to two additional presenters.
- If the contact person is not a presenter, you may identify up to three presenters.
- Provide a brief, narrative biography for each presenter that is submitted as a Word document, not a PDF.



- Complete this form in its entirety and submit along with presenter bio(s) and a photo in JPG format.
- Submit your proposal by March 31, 2022 to Diane Drago at ddrago@dmsevents.com.

CONTACT PERSON

Name: _____
Title: _____
Organization: _____
Address: _____
City/State/Zip Code: _____
Telephone: _____
E-mail: _____

Is the contact person also a presenter? Yes No

SESSION PRESENTER(S)

- If the contact person is a presenter, you do not need to repeat their information. You only need to provide the information for up to two more presenters.
 - Will this presenter need the \$300 honorarium? Yes No
- If the contact person is not a presenter, you must provide the information for up to three presenters.
- Provide a brief, narrative biography for each presenter that is submitted as a **Word document, not a PDF** and a photo in **JPG format**.
- If allowed, an honorarium of \$300 will be provided for each presenter, up to three people per session.

Name: _____
Title: _____
Organization: _____
Address: _____
City/State/Zip Code: _____
Telephone: _____
E-mail: _____

Will this presenter need the \$300 honorarium? Yes No

Name: _____
Title: _____
Organization: _____
Address: _____
City/State/Zip Code: _____
Telephone: _____
E-mail: _____

Will this presenter need the \$300 honorarium? Yes No

Name: _____
Title: _____
Organization: _____
Address: _____
City/State/Zip Code: _____
Telephone: _____
E-mail: _____

Will this presenter need the \$300 honorarium? Yes No

SESSION INFORMATION

Proposed Session Title:

SESSION DESCRIPTION

Provide a brief (500-word limit) workshop description which will be used in marketing materials and the printed conference program:

EXPECTATIONS/OBJECTIVES

What would you expect your audience to know or be able to do as a result of attending your session? Please list 2-3 objectives for your presentation using only measurable action verbs (e.g. list, state, describe, etc.). Please do not use verbs such as know, believe, understand, etc.

By the end of this session, participants will be able to....

REFERENCES - REQUIRED FOR CONTINUING EDUCATION CREDITS

In order for your submission to be accepted for CEU consideration, two references must be included following this criteria:

1. References must have been published in the last 5 years.
2. References must be listed in APA format.
3. References must be from a peer reviewed book or journal.
4. Websites may be listed as a third reference only if it is a direct link to the topic being presented.

PRESENTATION FORMAT

To ensure we have the best hybrid conference experience for all participants, we need a little bit of information about the presentation format of your session. Please check all that apply and add other details as needed.

- Presenters stay behind podium while presenting.
- Presenters move around the front of the room while presenting.
- Presenters move around the entire room while presenting.
- Space is needed for participants to move around the room during the session.
- Space is needed for small group work. (**NOTE:** Sessions that require small group work may not be livestreamed, to be fair to the virtual audience).
- Other: _____

USING THE INFORMATION

How will participants use the information learned in your session in their organization/agency?

AUDIENCE ENGAGEMENT

Interaction and engagement with the audience, beyond Q&A, is highly encouraged. Describe how you will incorporate this into your presentation.