



## **CALL FOR PROPOSALS**

42nd Annual Conference  
Crowne Plaza Old Town Alexandria  
901 North Fairfax St., Alexandria, VA  
October 22-24, 2018

You are invited to submit a proposal to present during the 2018 Consumer Voice Conference.

Each year, the Consumer Voice hosts a conference to educate and empower consumers and consumer advocates. The conference covers long-term care issues, including current trends, best practices, advocacy opportunities, and new research. Attendees come to learn, network, and exchange ideas with advocates from all over the country.

Instructions for submitting a proposal are below. You may submit more than one proposal.

### **Who Are We?**

The Consumer Voice is the leading national voice representing consumers in issues related to long-term care, helping to ensure that consumers are empowered to advocate for themselves. We are a primary source of information and tools for consumers, families, caregivers, advocates and ombudsmen to help ensure quality care for the individual.

To carry out our mission, we:

- Advocate for public policies that support quality care and quality of life responsive to consumers' needs in all long-term care settings.
- Empower and educate consumers and families with the knowledge and tools they need to advocate for themselves.
- Train and support individuals and groups that empower and advocate for consumers of long-term care.
- Promote the critical role of direct-care workers and best practices in quality-care deliver.

Consumer Voice envisions a world in which all consumers of long-term care, services and supports are treated with respect and dignity and have a wide range of affordable, quality options across all settings. These options will make it possible for individuals to receive care and services in the location and manner of their choice and to attain a high quality of life.

### **What Makes Our Conference Unique?**

The Consumer Voice Annual Conference draws 250 - 300 individuals from 35-40 states. Our attendees include long-term care consumers, State Long-Term Care Ombudsmen and their program representatives, representatives of Federal and State government, citizen advocates, researchers, family members, and other advocates.

We accept proposals from citizen advocates, resident and family councils, long-term care ombudsman programs, researchers, and others who are involved in advocacy for long-term care consumers.

## We Are Looking for Proposals That...

Create an engaging, informative conference agenda that provides resources, tools, and strategies our attendees can incorporate in their life and/or advocacy. This year's conference theme is *Quality NOW: Consumer Rights are Human Rights!* Proposals should include:

- Concrete advocacy strategies,
- Examples of advocacy and/or educational programs for individuals or systems advocacy,
- Issues related to nursing homes, assisted living, and/or home and community based services,
- Opportunities for discussion, question, and/or sharing of advocacy successes and challenges related to the topic, and
- Information attendees can use in their daily life or work to improve the quality of long-term care.

## Session Format

We offer 75-minute concurrent workshops. Sessions should include opportunities for audience involvement and discussion/questions. We encourage you to join with colleagues to form a panel discussion, but recommend no more than 3 presenters.

## Proposal Submission

All proposals must be submitted using Survey Monkey. **Proposals are due by March 16, 2018.** Late or incomplete proposals will not be considered.

### There are 2 easy steps to submit a proposal!

1. Review the Call for Proposals and Presenter Requirements.
2. Submit your proposal via [SurveyMonkey](https://www.surveymonkey.com/r/2018CVProposal). Visit this link to submit your proposal: <https://www.surveymonkey.com/r/2018CVProposal>. **NOTE:** You will not be able to save incomplete submissions in SurveyMonkey, so you may want to review and print or save the [PDF version](#) of the proposal questions so you can plan your responses prior to starting the submission.

## Proposal Review and Selection Criteria

Proposals will be evaluated and selected based on relevance to the conference theme and topic emphasis. Proposals that demonstrate engaging format, style, clarity, creativity, originality, and interest to the specified target audience are desired.

Please keep in mind the following criteria to be used by the selection committee:

1. Does the proposal include innovative and concrete strategies for long-term care advocacy?
2. Does the proposal provide practical information and solutions of applicability for others throughout the country?
3. Does your session relate to the conference theme?

**NOTE:** Workshop presentations will not be used for marketing. Consumer Voice reserves the right to exclude proposals intended to promote specific products or services.

## Important Dates

<b>Submission:</b>	Deadline for submission is March 16, 2018
<b>Notification:</b>	Presenters will be informed of decision by April 2, 2018
<b>Acceptance:</b>	Presenters must confirm attendance by April 9, 2018
<b>Registration:</b>	Presenters must register and pay for the conference by July 13, 2018. One-day and full conference rates are available.

## Presenter Requirements

1. The presentation will support the mission of Consumer Voice.
2. The presentation will be interactive and have opportunities for conversations and/or Q&A.
3. There will be no more than 3 presenters for each session.
4. The conference will provide a complimentary podium with microphone, laptop, computer, LCD projector and screen for workshop sessions. Presenters will be responsible for ordering and paying for any additional audio-visual or other equipment needed for their session. Session confirmation materials will include instructions for ordering and payment.
5. Presenters who have their submissions accepted are expected to be available to present on October 22, 2018, October 23, 2018 and/or October 24, 2018 in Alexandria, VA.
6. **Presenters must register and pay applicable conference registration fees.** One-day and full conference rates are available. Sessions will be withdrawn and replaced if presenters have not registered and paid by July 13th. Speakers unable to register for any reason must contact Robyn Grant at [rgrant@theconsumervoice.org](mailto:rgrant@theconsumervoice.org).
7. Presenters will pay for their own travel and hotel expenses.
8. The lead presenter is responsible for making all other session presenters aware of these requirements.
9. Descriptions of sessions accepted as part of the conference program will be posted online.
10. Presenters must bring their presentation slides to the conference on a thumb drive. They may also submit them prior to the conference. Information about where to email slides will be provided.
11. Presenters are responsible for providing their own handouts and materials (75 copies are recommended). Presenters must also email their handouts/materials to Consumer Voice so resources can be posted on the conference website.
12. Presenters are not to include in their sessions any commercial endorsements or selling of specific products or services. Opportunities to participate as a Sponsor are available. If interested, please send inquiry to [info@theconsumervoice.org](mailto:info@theconsumervoice.org).
13. All presenters agree to be photographed and/or recorded during their session. If you do not agree to this, please email [info@theconsumervoice.org](mailto:info@theconsumervoice.org).

**Questions? Contact Robyn Grant at [rgrant@theconsumervoice.org](mailto:rgrant@theconsumervoice.org)**