

Alabama Council of Community Mental Health Boards

2010 CALL FOR PROGRAMS

36th ANNUAL CONFERENCE
May 12-13, 2010
BIRMINGHAM-JEFFERSON CIVIC CENTER
BIRMINGHAM, ALABAMA

Members of the **Alabama Council Annual Meeting Committee** invite the submission of program proposal applications for presentation at the 2010 annual conference. Workshops are being requested in the following areas, but not limited to: board training and development, clinical issues in mental illness, mental retardation, or substance abuse treatment, and fiscal/administrative issues.

Very Important!

How to Submit Proposals—

- 1. The proposal will only be considered if it is on this form!**
- 2. Full Resume is required at the time of submission for each speaker presenting.**
- 3. A Call For Programs Form is available on the website @www.accmhb.org.**

Submit to: accmhb@aol.com or
Alabama Council of Community Mental Health Boards
160 Yeager Parkway, Suite 103
Pelham, AL 35124 or via email accmhb@aol.com or fax (205) 278-5380

Submit proposals by December 15th, 2009.

Only applications with all the above information will be reviewed. Notifications of acceptance will be issued by **February 15th, 2010 -- by email.**

PRESENTATION FORMATS - Sessions are 75 minutes.

- ◆ **LECTURE** - An in-depth presentation of a significant topic with a planned discussion and question/answer period. (Single presenter)
- ◆ **PANEL PRESENTATION** - A significant topic discussed through a series of formal presentations and interaction among presenters.
***Please limit the panel to no more than four (4) presenters.**

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PROGRAM PROPOSAL APPLICATION

Presentation Title: _____

Program Summary (50 words or less) (Please TYPE or use the Computer.)

Educational Objectives: Please list three (3) brief points. (Please TYPE)

Presentation Format: Lecture
 Panel

Audiovisual Equipment Required:

All visuals should be visible to the eye from a distance of 50 feet.

If you require assistance with equipment, please check below.

Equipment request must be made at the time of submission of the proposal.

35 mm Carousel slide projector/screen

Flip Chart

Overhead transparency/screen

Video tape player/monitor (VHS only)

Due to the expense of AV equipment please request *only* what you plan to use.

I will provide my own LCD projector and computer for a power point presentation.

FINANCIAL CONSIDERATION -- (Please Read Carefully)

- **One complimentary registration fee (for the day of presentation only) will be provided for each accepted program proposal.**
- *Speakers are required to register for the conference if they plan to attend events other than their specific presentation.*

Alabama Council of Community Mental Health Boards

Lecture Presentation

(Name) (Degree) (Title)

(Agency) (Email Address) (Mailing Address) (Telephone #)

Panel Presentation

Please list * Panel Coordinator First.

*1. (Name) (Degree) (Title)
(Agency) (Email Address) (Mailing Address) (Telephone #)

2. (Name) (Degree) (Title)
(Agency) (Email Address) (Mailing Address) (Telephone #)

3. (Name) (Degree) (Title)
(Agency) (Email Address) (Mailing Address) (Telephone #)

4. (Name) (Degree) (Title)
(Agency) (Email Address) (Mailing Address) (Telephone #)

Checklist for Presenter: Please check below.

- I have attached my current resume.
- I have made my request for AV equipment.
- I have submitted a summary and 3 educational objectives.
- I have included my email address.
- I will bring 50+ copies of my handouts to the conference.

PLEASE NOTE:

- ***One complimentary registration fee (for the day of presentation only) will be granted for each accepted program proposal.***
- ***Speakers are required to register for the conference if they plan to attend events other than their specific presentation.***

***HANDOUTS – are very important to the participants, please make 50+ for each of your presentations. In addition to your providing handouts at the conference, you may send your powerpoint presentation/handout by email and it will be posted on the Council website following the conference.**

Please email or fax your information to:

Email: accmhb@aol.com

Fax: 205-278-5380

Alabama Council of Community Mental Health Boards

160 Yeager Parkway, Suite 103

Pelham, AL 35124

Telephone:205-664-2114

**For Conference Registration Information, Directions, etc.
please visit our web site at www.alcouncil.com**