



CONNECTING COMMUNITIES
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Proposal and Poster Exhibit Form

Proposals must be received by Thursday, October 15, 2009.

(*Required fields are marked with an asterisk.)

*Please indicate whether you are requesting a proposal or poster exhibit.

Proposal Poster Exhibit

*Presentation Title _____

Presentation Strand(s) [not applicable for Poster Exhibit]

Partnerships Programs Practice Policy

Lead Contact

Prefix Dr. Mr. Mrs. Ms.

*First Name _____ *Last Name _____

*Institution/Organization _____

*Mailing Address _____ *City _____

*State _____ *Zip Code _____ *Business Phone _____

Fax Number _____ *Email Address _____

Additional Presenters

Please submit the first names, last names, institution/organization and email address of additional presenters **on a separate document.**

Please see the next page to complete your Proposal/Poster Exhibit request.

Description of Presentation

*Summary of presentation/poster exhibit for program booklet (50 word maximum, written in 3rd person narrative) - **attach on a separate document**

*Description of proposed presentation to be considered by the program committee (500 word maximum) - **attach on a separate document**

*Brief description of presentation format, including intended audience - **attach on a separate document**

Equipment Needs (for proposals only)

To continue to keep costs at a minimum for conference attendees, NACCTEP is unable to provide any audiovisual equipment for presenters.

For a fee of **\$145 (each)**, the following equipment will be provided. Please specify your needs below.

- LCD Projector and Screen Overhead Projector and Screen DVD Player with Monitor
 Other (please specify _____)

An fee of **\$250** will be charged per presentation to utilize the Internet. Please check below if an Internet connection is needed.

- Internet Connection

Please check if you do not need any equipment. No fee will be assessed for those presentations not needing equipment.

- No equipment needed

If your proposal is not selected, would you be interested in having your proposal turned into a poster session?

- Yes No

Poster Exhibit

The fee for a poster exhibit is \$45. (Contact NACCTEP with AV requests. Per your specific request, fees will apply.)

- I **have** exhibited a poster session at a NACCTEP conference.
 I **have not** exhibited a poster session at a NACCTEP conference before.

All presenters, session or poster, MUST register for the conference.