**2023 Workshop Proposal Form**

Email this completed form to angela@ncil.org by January 31, 2023.

**Page 1: The Basics**

NCIL is excited to announce our 2023 Annual Conference on Independent Living! The theme of the conference is Indivisible. Priority will be given to workshops that address these topics through the lenses of anti-racism; Diversity, Equity, Accessibility, and Inclusion (DEAI); and disability justice.

Please read the Call for Proposals and Important Information for Presenters before submitting your proposal.

You will be able to save and edit your answers until the submission deadline. You may enter a place saver for any required questions, provided that you return and complete them by the deadline. Tip: Make sure you are editing responses from the same computer and browser you used to begin the proposal. Otherwise, you will be prompted to begin your submission from scratch.

**\* Workshop Title:**

**\* Workshop Organizer:**

The workshop organizer is the only individual to be contacted regarding the conference. The workshop organizer is responsible for notifying all presenters and co-presenters. Please be sure that all presenters have agreed to present and to the conditions set forth in this document.

**\* Email address of Workshop Organizer:**

**\* Please provide a brief description of your workshop. If accepted, this description will be printed in the Conference Program to advertise your workshop to our attendees - 500 characters or less (about 100 words):**

**\* This year we have three options for presentations. All of the presentations will take place at the NCIL Conference and you will either be streamed in or present in-person.**

PLEASE NOTE: There will be limited in number of workshops for selections B and C.

[ ] A. Fully in-person, onsite in Washington DC

[ ] B. Some presenters onsite, some presenters streamed into the onsite conference workshop via Zoom

[ ] C. All presenters streamed into the on-site Conference workshop with a NCIL assigned moderator

[ ] N/A: Not applicable

[ ] Other (please specify):

**Does NCIL have your permission to record your workshop for the conference archive for virtual registrants?**

[ ] Yes

[ ] Other (please specify):

**Page 2: Presenters**

Note: Up to 3 presenters can be included in the conference materials. If you have more than three presenters, include their names or a very brief description in your workshop description above.

If the workshop organizer is also a presenter, enter their information below along with any other presenters.

An image description is a very short (1-2 sentence) explanation of what can be observed visibly in a photo. For example, "A headshot of a white woman in her late 30s with brown hair and glasses, smiling for the camera." Include relevant and important details as briefly as possible.

**\* PRESENTER 1:**

Presenter 1 Name:

Presenter 1 Email:

Presenter 1 Image Description:

\* Presenter 1 Bio: 750 characters maximum (about 150 words):

Attach or paste a picture of Presenter 1 below.

**\* PRESENTER 2:**

Presenter 2 Name:

Presenter 2 Email:

Presenter 2 Image Description:

\* Presenter 2 Bio: 750 characters maximum (about 150 words):

Attach or paste a picture of Presenter 2 below.

**\* PRESENTER 3:**

Presenter 3 Name:

Presenter 3 Email:

Presenter 3 Image Description:

\* Presenter 3 Bio: 750 characters maximum (about 150 words):

Attach or paste a picture of Presenter 3 below.

**Page 3: Track, Audience, and Type of Presentation**

**\* Workshop Track:**

[ ] Community Organizing & Systems Advocacy: Workshops addressing organizing and advocacy at the grassroots, statewide, and policy levels.

[ ] IL Workforce Development & Expansion: Workshops looking into areas related to increasing the size of the workforce within the Independent Living Movement at CILs and SILCs and developing youth into leaders in the IL Workforce.

[ ] Core Services Track: Workshops addressing innovation and best practices in the core services of Centers for Independent Living.

[ ] Equity in Action: Workshops that explore the different aspects of our movement as they relate to equity. This track offers space to explore best practices and current motifs surrounding anti-racism, gender inclusion, intersectionality, socioeconomic status, and other sectors in the disability movement that need to be discussed.

[ ] SILCs in the IL Network: Workshops covering promising practices in SILC and CIL interactions, knowledge on SILC roles in the IL Movement, and discussion about how SILCs can best connect to the IL Community.

**\* Target Audience:**

[ ] Front Line Staff and Consumers: Focus on building capacity among staff working with consumers or among consumers themselves.

[ ] Advocates and Project Directors: Address the needs of managers / supervisors or those who work on issues of systems change.

[ ] Executive Directors and Board Members: Meet the needs of those running a CIL or SILC, including development of board members.

[ ] Appropriate for all audiences

**Knowledge Level:**

[ ] Newcomer: Someone who is new to the Independent Living or Disability Rights Movement, including: consumers, individual advocates, new CIL staff, etc.

[ ] Experienced: This person is someone who has worked in a Center or who has a disability and has been active in promoting disability rights.

[ ] Appropriate for all knowledge levels

**\* Type of Presentation:**

[ ] Training Workshop / Webinar: An experiential learning opportunity with specific training objectives for workshop participants; focus on building new skills, changing attitudes, or increasing values.

[ ] Poster Session: A poster session is the presentation of research information with an academic or professional focus. Posters are displayed throughout the NCIL Conference space. Contact Angela@ncil.org for more information on specifications.

[ ] Film Screenings: Documentaries and other films that address disability from the Independent Living perspective. Film must be captioned and voice described to be considered.

**Page 4: More Workshop Details**

Use these answers to tell the workshop selection committee more about your workshop.

**\* Learning Objectives** - Please provide 3-4 bulleted statements of exactly what you expect your audience will learn or gain from participating in your event:

**\* Agenda & Content** - Describe the purpose and nature of your proposed session. Please describe in detail the content you will cover, the format of your event (lecture, panel, other), and how you will lead the audience to the objectives you have outlined above:

**\* Why are you the best person to conduct this proposed session?** Describe your history, involvement and / or experience in the Independent Living Movement and why you think you would be a good presenter or facilitator:

**Page 5: Technology Support and Organizer Assurances–Page Logic More Actions**

**Audio Visual & Technology Support**

If you are presenting virtually (and will not be at the Conference in-person), NCIL will provide the webinar platform (via Zoom), a host, and technical support for your webinar. Please let us know below if you would like to request any additional items or support to conduct your session.

If your workshop is in-person and / or hybrid, NCIL will provide a screen and projector for your presentation. Please let us know if you would like to request any additional items or support to conduct your session.

Note: NCIL may not be able to accommodate every technology request.

**\* Audio Visual & Technology Support:**

[ ] Standard AV & Technology Support (as described above)

[ ] N/A: Not applicable

[ ] Other (please specify):

**[ ] \* I understand that if we intend to show presentation slides during our session, presentation slides will be emailed to NCIL by deadline for converting to accessible formats and sharing with conference interpreters, CART writers, and attendees.**

**[ ] I understand that if we intend to give hand-out materials, they will be also provided in accessible formats. If presentation slides are not submitted by the deadline established by the Communications Director, it cannot be shown in person and virtually. I understand. If I plan to show my presentation, I will submit my presentation slides by deadline.**

\* Your name below indicates your understanding of all that has been presented above and certifies that you are the workshop organizer (contact person) for the session title you have proposed. If you have any questions about this form or the work of the Committee, please contact Angela at angela@ncil.org.

**Name:**