REQUEST FOR PROPOSALS
39th Annual National Conference of the American Council on Rural Special Education

Rethinking Rurality: Connecting All Students Through Innovation

Conectando a Todos los Estudiantes a Través de la Innovación

March 5-7, 2020
Holiday Inn Riverwalk
San Antonio, Texas

Deadline for proposal submission will be October 1, 2019

The Call for Proposals and Submission Link are available at  http://acres-sped.org/conference

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INFORMATION ABOUT ACRES CONFERENCE PROPOSALS

Submission Process

All proposals will be submitted online here: ACRES Conference Proposals: San Antonio 2020. This link is available on the main website as well: http://acres-sped.org/conference. Here are the steps to follow to submit a proposal:

1. Preparation: read the components of the Proposal Submission Form below and the criteria outlined under Selection Process and/or look at past program books at http://acres-sped.org/conference to see the range of topics typically accepted.
2. Confirmation: You will receive a confirm receipt once your proposal has been submitted.
3. Deadlines: ALL proposals MUST be submitted no later than October 1st at midnight.

Proposal Submission Form Components

I. Presenter(s) Name(s) and Affiliation(s): do NOT include degree designators
II. Conference Strand: one (1) topic that is the focus of the session (choose from: professional preparation, professional development, technology applications, inclusive education, diverse learners, early childhood, gifted education, transition programs, family partnerships, public policy).
III. Type of Session: method of delivery (lecture, poster, roundtable, etc.)
IV. Focus Audience: one (1) target group (choose from: teacher educators, researchers, family members, classroom teachers, school administrators, or related services personnel) most interested in topic of session.
V. Equipment: You will be asked to confirm the following:
   I understand that the conference will provide a screen and projector (for presentations) or tables (for poster or roundtable sessions) and that other equipment is the responsibility of the presenter(s).
   I understand that all presenters and co-presenters who need other devices such as a computer, mobile device, TV monitor, speakers, internet access, or HDMI adaptors to display the presentation materials will need to bring such equipment with them or pay a fee directly to the hotel to obtain them.
VI. Commitment to Attend Conference: presenters and co-presenters are required to register and pay for names to appear in the conference program. You will be asked to confirm:
   I understand that as lead presenter, I must register and pay the conference registration fee by the pre-registration due date for the session to be included in the conference program booklet and in the conference proceedings document.
   I have informed my co-presenters/authors that ALL presenters/authors must register and pay the conference registration fee by the pre-registration due date for their names to be included in the conference program booklet and in the
VII. Principal Presenter: name and contact information; Co-principal Presenter(s): name and contact information
VIII. Proposal Narrative. The narrative may not include any identifying information and must include the following:
   a. Title. The title should highlight key topics that are focus of the session for use in conference program (15 words maximum).
   b. Abstract. Provide a brief description of what presenter(s) will do and what participants will learn during the session for use in conference program (50 words maximum).
   c. Session Overview. Describe in detail what presenters will do and participants will learn during session. (200 words maximum)
   d. Empirical or Theoretical Base. What research or theory supports this information? Please cite supporting literature. (200 words maximum)
   e. Rural Focus. What implications does this session have for rural special education? (200 words maximum)
   f. Practical Applications. How does this information directly or indirectly benefit session participants? (200 words maximum)

Selection Process

Each complete proposal will undergo a blind review process using these criteria:

- Is the proposal clear as to what the presenter(s) will provide for the audience?
- Does the proposal provide a sound empirical or theoretical base?
- Does the topic have direct or indirect implications for rural special education?
- Does the topic have appeal to and usefulness for an audience of educators, administrators, related service personnel, teacher educators, and/or parents?
- Is the proposal well organized? Does the proposal follow the specified format?
- Is the content appropriate for the conference strand and session type selected?

Reminders to Potential Presenters:

Here is important information about presenting at the ACRES conference:

- The principal presenter is responsible for keeping all co-presenters/authors informed of all correspondence from ACRES related to the conference.
- Presenters/authors will receive information about preparing for the session, registering for the conference, and booking the hotel via email as it becomes available.
- ALL presenters and co-presenters/authors MUST PRE-REGISTER AND PAY for the conference, with pre-registration payment due no later than FEBRUARY 1. ACRES is unable to waive registration fees or offer reduced fees for program presenters/authors.