**Developmental Disabilities Awareness Day**

October 19, 2016

Dear Colleague,

For the past 28 years Developmental Disabilities Awareness Day has evolved into the biggest conference for developmental disabilities.  Over the years we have brought to the conference wonderful keynotes, entertainment, art room, vendor fair, awards, healthy you corner and so much more.  However, it would not be a success without our presenters. Individuals, parents and professionals from the Western New York area have worked together to present a comprehensive, informative conference about developmental disabilities. In keeping with this tradition, we are pleased to announce the **29th *“Developmental******Disabilities Awareness Day”******Conference and Fair*** *to be held on* ***Thursday, May 18th, 2017 at the Niagara Conference & Event Center.***

We are currently looking for presentation submissions for the Conference.  We are excited this year to have the theme “My Hopes, My Dreams, My Future”.  The Program Committee is seeking workshops that fit this theme along with meeting the needs of a diverse group of conference goers. Presentations that offer a collaborative, practical model that can be utilized by other individuals or programs with similar needs will be given preference.  All presentations should be designed to last **1 hour and 15 minutes in length**. **Conference proposals, which are designed solely to promote an agency or an agency’s services, will not be considered.**

If you or someone else within your agency is interested in presenting, please complete the enclosed **Presentation Information Form and the Presenter Information Form**. The Program Committee will review all proposals. Each submission must include all of the requested information.  The Committee will consider the following criteria when making their decision: relevance to the conference attendees, practical application, past presentation experience, innovation and quality of the presentation content. We are also limiting the number of presenters for each workshop to a maximum of two. (You may have an additional two presenters however lunch will only be provided for two presenters per workshop.)

All contributors will be notified of the Program Committee’s decision by February 26, 2017. Detailed conference arrangements will be sent at that time. All presenters selected for participation in the conference will have the registration fee waived and lunch up to two presenters will be provided.

Presentation information sheets **must be submitted to the program committee by Wednesday, February 15, 2017.**

Please e-mail all applications by the submission date to  dddaymay@gmail.com If there is a hardship with e-mailing your submission please contact: Susan Kueker at 716-428-6524.



**Presentation Information Sheet**

**Target Audience:**

Persons with a disability \_\_\_\_\_    Director/Administrators \_\_\_\_ Clinicians \_\_\_\_\_

Family Members \_\_\_\_\_    Managers \_\_\_\_\_\_    Direct Support Professional \_\_\_\_\_

Other \_\_\_\_\_

**Layout of Presentation:**

\_\_Lecture\_\_Chairs Forward\_\_Panel

|  |  |
| --- | --- |
|  |  |

**Equipment Needs:**

**If you are using a PowerPoint presentation and would need a screen please indicate -**

**Yes\_\_\_ No\_\_\_\_\_**

**Wi-Fi is available throughout the building**

***We do not provide projectors or laptop computers for PowerPoint presentations.***

**Presenters:**

Lead Presenter with e-mail and phone contact information

Presenter 1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Luncheon  Choice        Circle one:         Chicken                 Vegetarian

Co- Presenter with e-mail and phone contact information

Presenter  2\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Luncheon  Choice        Circle one:          Chicken                Vegetarian

**Presentation Title**:    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Description of the Presentation** (75 words or less)

Presentation information sheets must be submitted to the Program Committee by **January 27, 2017.**

Please send completed packets to:**dddaymay@gmail.com** **If you have additional questions please contact Susan Kueker at (716) 428-6524**