

Proposal Submission Process

The deadline for submissions is 11:59 P.M. ET on Friday, January 17, 2020. The review committee will review submissions throughout January and February. ***You will be notified of a decision regarding any proposals in mid-February 2020.***

Presenters are responsible for all personal expenses including registration, travel, lodging, and meals unless told otherwise in writing by the Executive Director of ARHE.

The Association of Recovery in Higher Education (ARHE), the Association of Recovery Schools (ARS), and the Association of Alternative Peer Groups (AAPG) are applying for continuing education credits from a variety of organizations. Your thorough responses in the call for proposals form ensures consistency and accuracy for our applications. Please be prepared with:

- Information for all presenters (including title, credentials, bio, and contact information for ***every*** presenter)
- The proposed session title
- An abstract (a very brief description of no more than 100 words about what attendees can hope to learn about your presentation. This will be printed in the program.)
- Three learning objectives
- An in-depth program description (including a brief outline of your presentation)
- APA citations

It may be helpful to type these items out into a separate document and then copy and paste them into the form. ***Please do not email your documents to the conference committee. All proposals must be submitted via the online submission portal. If you are having trouble with the form, please contact Kristina Canfield at kr210507@gmail.com.***

To begin the submission process, please enter your e-mail address and click on the SUBMIT button. You are able to start and stop your application, ***but please make a note of your email and registrant ID number which will be needed to log back in.***

For your submission(s), you will need to choose the following: one (1) Program Type, one (1) Conference Focus Area, one (1) Content Area, and up to two (2) Targeted Audience Groups. Fill out the form in its entirety and select the options where you think your presentation will best fit. The review committee can always work with you to adjust any of these areas if needed. Kristina is available to answer any questions you may have about these categories or this process and can be reached at kr210507@gmail.com.

Program Type (you will choose one)

- Breakout Session (50 minutes)
- Extended Breakout Session (75 minutes)
- Roundtable Discussion (50 minutes)
- Poster Session

Conference Focus Areas (you will choose one)

- Collegiate Recovery
- Recovery High Schools

2020 ARHE/ARS/AAPG Proposal Submission Process

- Alternative Peer Groups

Content Area Options (you will choose one)

**See below for more information*

- Developing and Sustaining Programs
- Connecting & Collaborating
- Education, Advocacy, & Prevention
- Treatment
- Research & Technology

Targeted Groups (you will choose up to two)

- Students
- Treatment Professionals
- Faculty
- Staff
- Family Members

Presenter spaces are set up theater-style with rows of chairs and a podium up front. Rooms are equipped with internet, screen, projector, and microphone (for auditorium spaces only). ***Please plan to bring your own laptop and any connector cables (including HDMI).*** If your session is chosen for the conference program, you will receive an email with specifics in regards to technology as we get closer to the conference.

Content Area Options

As listed above, there are five (5) potential content areas for the ARHE/ARS/AAPG Conference this year. Individuals are free to attend sessions from any focus area or content area. Please select the content area where you feel your presentation will best fit. Email Kristina Canfield at kr210507@gmail.com with any questions.

- **Developing and Sustaining Programs** – sessions in this content area may explore the following: basics of starting and building programs, program growth and development, funding & sustainability, developing policy and procedure, programming in collegiate recovery, recovery high schools, and alternative peer groups,
- **Connecting & Collaborating** – sessions in this content area may explore the following: building recovery ready communities or continuums of care within communities, outreach, bridging services within the continuum of care, family recovery programming, collaboration among community agencies/schools/departments to support the continued growth of collegiate recovery, recovery high schools, and alternative peer groups.
- **Education, Advocacy & Prevention** – sessions in this content area may explore the following: professional development for staff, ethics, the role advocacy plays on our campuses or in our communities, support for multiple pathways to recovery, harm reduction efforts, social justice, equity, & inclusion, working with formerly incarcerated/criminal justice involved populations, and sessions around mental health/trauma-informed care. Sessions in this content area may also explore the role of prevention within the substance misuse continuum. With many professionals wearing both a prevention and recovery hat, these sessions will explore the

2020 ARHE/ARS/AAPG Proposal Submission Process

fundamentals of prevention, trends in substance misuse, evidence-based prevention strategies, and the intersection between prevention and recovery on college campuses.

- **Treatment** - sessions in this content area will focus on treatment modalities, the role of treatment centers in collegiate recovery, recovery high schools, and alternative peer groups, or how to build and foster those relationships between treatment facilities and the programs mentioned above.
- **Research & Technology** - sessions in this content area will focus on the relevant research to the field of substance use disorders and recovery, particularly in relation to collegiate recovery, recovery high schools, and alternative peer groups. Sessions may also explore how we are leveraging technology for the betterment of treatment, collegiate recovery, recovery high schools, or alternative peer groups.

For any questions regarding submission, please email Kristina Canfield at kr210507@gmail.com or Tim Rabolt at conference@collegiaterecovery.org