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**NW ADEBS Symposium**

**Everyday Immortality: Exploring What We Leave Behind**

**Friday, Nov. 7, 2020 – Lewis and Clark College, Portland**

**REQUEST FOR PROPOSALS —Due November 15, 2019**

Northwest Association for Death Education and Bereavement Support (NW ADEBS) and the Center for Community Engagement at Lewis & Clark Graduate School of Education and Counseling are pleased to present this collaborative, one-day Symposium for professionals and community members. One of the primary concerns in consideration of end of life is whether and how we will be remembered. The Everyday Immortality Symposium will explore the question of legacy and what we leave behind after our death, through lenses including practical, biological, ecological, social, psychological, digital and more.

We welcome presentation proposals for 75-minute workshops on relevant topics. Suggestions might include: human composting and other emerging options for human remains, innovative strategies for memorializing ourselves or those we love, digital legacies, ethical wills, resources for recording life narratives, ways to honor and preserve cultural legacies, living wakes and other end of life celebrations.

**As you prepare your proposal, we are requesting that you utilize this general template in planning your presentation:**

* Introduction and disclosures of any possible conflict of interest
* Needs Assessment
* Briefly review session objectives
* What are participants hoping to get out of this session?
* Present content
* Include references/resources as appropriate
* Emphasis on engagement of the audience where possible
* Please allow at least 5 minutes at the end of your presentation for questions.

**Benefits to Symposium Presenters**

* Interaction in a wonderful setting with people who are interested in what you do.
* Presenters attend the entire symposium free of charge.
* Presenter stipend.
* An opportunity to share knowledge and receive feedback from colleagues, while contributing to the advancement of care for those planning or supporting end-of-life, and the bereaved.

**Faculty/Symposium Relationships**

*By submitting a presentation proposal, the applicant is aware of their obligations as a presenter:*

* Presenters must be able to present in Portland on Saturday, November 7, 2020.
* Presentationsmust be submitted electronically to NWADEBS: nwadebsrfp@gmail.com
* Presentationswill be loaded onto Lewis and Clark computers. Because of technical issues, please do not bring personal computers to use for presentation.
* Handouts will not be printed for attendees but will be available for download on the Lewis & Clark event page website prior to the Symposium. They will also be available post conference on the NWADEBS resource page.

**Notice of RFP Status**

All individuals submitting proposals will be sent an e-mail confirming the proposal has been received. The NW ADEBS Board will review and select proposals. Presenters will be notified via email by February1st, 2020, regarding decision (accepted, declined, or assigned to tentative status).

**Important Dates and Information**

Proposal Due Date: November 15, 2019

Submit Proposal to: nwadebsrfp@gmail.com

Alternate Submission:

Proposal Receipt: Confirmation will be sent via email when presentations are received.

Proposal Decision Date: February 1st, 2020

Slide and Handouts Due Date: October 11th, 2020

Questions: nwadebsrfp@gmail.com

**Please complete ALL information thoroughly and remember to include with your proposal a copy of your current CV.** If you have handouts, these can also be included as an attachment. Presenter names, degrees, titles and organizations will be printed in Symposium materials as they appear on this application. Electronic completion is preferred; email completed application to nwadebsrfp@gmail.com

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| Proposed Presentation Title:  |
| Proposed Presentation Track Focus (please check one or more) |
| [ ]  Options for Remains | [ ]  Psychosocial Support |
| [ ]  Memorialization | [ ]  Legacy |
| Other: | Other: |
| Other: | Other: |
| **Primary Presenter Name**: Click here to enter text. |
| Title & Professional Degrees: Click here to enter text. |
| Organization: Click here to enter text. |
| Address/City/State/Zip: Click here to enter text. |
| E-Mail: Click here to enter text. | Phone: Click here to enter text. |
| Brief Biographical Information for brochure inclusion (provide information on your background, training and experience). **\*Please attach current CV with your Proposal**:  |
| CV attached.  |

**Please disclose any possible conflicts of interest** (A conflict of interest exists if any individual/entity that is in a position to influence the content, design or implementation of the activity is ALSO in a position to benefit financially from the success of the activity):

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| Brief Session Description (100 words or less). Please note, this event brings together both clinical and community audience—clarify whether your presentation is relevant for a clinical, lay or mixed audience.  |
| Please list 1-2 references familiar with your presentation style and ability: |
| **Reference 1** | **Reference 2** |
| Name/Title & Degrees: Click here to enter text. | Name/Title & Degrees: Click here to enter text. |
| Organization: Click here to enter text. | Organization:  |
| Address/City/State/Zip: Click here to enter text. | Address/City/State/Zip:  |
| E-Mail: Click here to enter text. | E-Mail |
|  |  |
| **Co-Presenter Name (if applicable):** Click here to enter text. |
| Title & Professional Degrees: Click here to enter text. |
| Organization: Click here to enter text. |
| Address/City/State/Zip: Click here to enter text. |
| E-Mail: Click here to enter text. | Phone: Click here to enter text. |
| \*Brief Biographical Information for brochure inclusion. **\*Please attach current CV with your Proposal**:  |
| Click here to enter text.CV is attached.  |

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| **Note that workshop slots will be 75 minutes long; please design your presentation accordingly.** **If you are not selected to present a full workshop, would you be open to participation on an expert panel?** |
| [ ]  Yes |  [ ]  No |  |
| **Level of Content (select one):** |
| Introductory [ ]  | Intermediate [ ]  | Advanced [ ]  |
| **Target Audience (Select all that apply):** |
|  [ ]  Nurses [ ]  Hospice Aides [ ]  Social Workers[ ]  Counselors[ ]  Other**:** Click here to enter text. | [ ]  Educators [ ]  Physicians[ ]  Chaplains/Spiritual Care[ ]  Volunteers/Coordinators[ ]  Other**:** Click here to enter text. | [ ]  Bereavement Coordinators [ ]  Management & Leadership[ ]  Support staff[ ]  Counselors[ ]  Other**:** Click here to enter text. |

**Please provide 2-3 Learning Objectives**. Note: Learning objectives should identify what the participant will learn, not what the presenter will teach. Write objectives that are measurable and in complete sentences. As an example*:*

(1) “By participating in this workshop, participants will . . .”

(2) “On completion of this session, participants will be able to . . .”

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| 1. Click here to enter text. |
| 2. Click here to enter text. |
| 3. Click here to enter text. |

**Please provide 1 “Trigger Question” designed to engage your audience in discussion.** Plan to allow at least 5 minutes at the end of your presentation for discussion/Q&A with your audience.

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