**CLPHA’s 2024 *Housing Is* Summit**
**Session Proposal Form**

The Council of Large Public Housing Authorities (CLPHA) invites you to submit breakout session proposals for the 2024 *Housing Is* Summit. Conference sessions will provide an opportunity to showcase perspectives about innovative cross-sector work that improves life outcomes for low-income individuals and families.

The *Housing Is* Summit welcomes a diverse group of leaders and stakeholders from the housing, health, and education sectors who are exploring methods to use cross-sector partnerships to improve life-outcomes. The Summit is a time for partners—current and emerging—to come together to learn from each other, share best practices, and forge new collaborations.

We seek a variety of individual presenters and panels. Presenters should be knowledgeable of their topics either through direct work with residents, research, or expertise. All sessions should be engaging and actively address how audience members can use the information presented. **Session Proposals are due by December 1, 2023**.

The 2024 *Housing Is* Summit will be held in-person in Washington, D.C., at the National Housing Center on Thursday, May 9, and Friday, May 10. If accepted, your session might be scheduled for either date of the Summit.

**Submission Guidelines**

* Only fully completed proposals will be considered.
* All proposals must email the completed Word proposal form to housingis@clpha.org and be submitted no later than **11:59pm PT on December 1, 2023**. *Please email* *housingis@clpha.org* *with any issues or questions.*
* All breakout sessions are scheduled to be 75 minutes including no fewer than 15 minutes of Q&A to allow for both insightful presentations and substantive discussion.
* Sessions will be held on either Thursday, May 9, or Friday, May 10 in-person in Washington, DC.
* All accepted submissions (primary contacts) will be notified by December 15, 2023.
* *See below for more information about our breakout sessions and what we are looking for in proposals.*

**About Breakout Session Proposals**

* **Breakout Tracks:** You will be asked to decide within which track your session best fits even though it could suit multiple tracks. If accepted, we reserve the right to place your session in a track different from your application to accommodate similar numbers of sessions in each of our three content tracks.
	+ *Partnership Development—Sessions highlighting multiple sectors working together, content can be broader than education/health alone. (e.g. case studies about partnership development best practices, data sharing/collaboration, community organizing, advocacy)*
	+ *Housing Is Education—Sessions primarily focused on the intersection between housing and education.*
	+ *Housing Is Health—Sessions primarily focused on the intersection between housing and health/healthcare.*
* **Session Length and Outline:** All breakout sessions will be 75 minutes long. In your session proposal, you will be asked to provide a “run of show” that outlines your session details with timing (e.g. how long each speaker will present, order of presentations, etc.). We ask that presenters reserve no fewer than 15 minutes for Q&A or discussion to maximize audience engagement. We strongly recommend that presenters include plenty of buffer time for presentations and discussion as timing often does not go exactly as planned.
* **Confirm Speaker Availability:** Prior to submitting this proposal, please confirm that your proposed presenters are all aware they are being submitted for this session proposal and that they are available the dates of May 9 and May 10 as your in-person session, and if accepted, could be scheduled for either date. We are unable to accommodate virtual presenters for the in-person conference. All presenters must be registered by April 1.
* **Configuring Agenda:** Given the limited number of sessions and our interest in presenting as much innovative content as possible, it is possible we could offer conditional acceptance with requests to modify the proposal or ask to combine it with other, similar submissions of interest. These requests will be made once proposals have been reviewed and discussed.
* **Note for For-Profit Companies:** For-profit companies are welcome to submit proposals for the Summit, but a proposal is unlikely to be accepted if the proposed session resembles a sales pitch. We encourage companies to feature innovative partnerships with affordable housing providers (including PHAs), other community-based nonprofit organizations, government officials, etc. If you are a for-profit company interested in sharing your products and services with attendees, we encourage you to explore our [Sponsorship Opportunities](http://clpha.org/summitsponsors).

**What We Are Looking for in Proposals**

Any organization can submit a proposal for the Summit. The primary quality for a proposal being accepted is featuring compelling ideas in interesting ways. While not required, we value the following qualities when evaluating the session proposals we receive:

* **Features At Least 2 Distinct Sectors.** The spirit of the *Housing Is* Summit is breaking down silos and forging strategic partnerships across sectors. We seek session proposals that include at least two sectors, with at least one being housing, health, or education. While we focus primarily on these three sectors at the Summit, we welcome sessions that include additional sectors and systems that impact resident and community outcomes (e.g. criminal justice, transportation, employment).
* **Relevance to Public Housing Authorities.** As CLPHA is an association representing large public housing authorities, priority will be given to session proposals that explicitly feature housing authorities as partners and/or present content directly relevant to PHAs as affordable housing providers. If you are exploring innovations that do not yet include housing authorities, we strongly encourage you directly address the applicability of this content to PHAs and any plans to include PHAs in future phases or iterations of the programs.
* **Variety of Cross-Sector Partners Represented.** Cross-sector partnerships thrive when a diverse array of partners is organized around common goals and incentivized to achieve shared outcomes. Having representation from these various partners enriches discussion by explaining the value of these collaborations to different sectors and systems involved.
* **Fresh Ideas and Perspectives.** We pride ourselves in featuring the most innovative, effective approaches to cross-sector collaboration at our event each year. *Housing Is* focuses on topics surrounding cross-sector work happening with housing, education, and health.
* **Efficient Use of Time and Talent.** We want to make sure each session makes good use of the time allotted. We encourage submitters to carefully consider how many and which presenters are needed to cover the needed content.
* **Addressing Data Sharing, Metrics & Outcomes.** Summit attendees have long been interested in sessions that highlight the ins and outs of data sharing and analysis, as well as metrics development and cross-sector outcomes. Does your session touch on the role of data in driving program design and/or illustrating success? How did the various partners contribute to data sharing and analysis?
* **Speakers from Marginalized/Underrepresented Groups.** We consciously seek to maximize representation from marginalized/underrepresented groups among presenters at the Summit (e.g. racial, ethnic, gender expression, sexual orientation, living with disabilities, etc.). This also extends to including those with lived experiences relevant to the session content.
* **Geographic Diversity.** As a national convening, we seek to maximize geographic diversity across our various sessions, though we typically focus more attention on large metropolitan areas.

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| **How to Submit This Application** |
| * Review your document to ensure that ALL fields have been completed. We will only consider complete proposals.
* Send this completed application (along with any supporting documents such as relevant reports, news coverage) to housingis@clpha.org. **Proposals must be submitted no later than 11:59pm PT on December 1, 2023.**
* The primary contact listed in this proposal will be contacted about our decision by December 15, 2023.
* Email us at housingis@clpha.org with any questions.
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**Primary Contact for Session Proposal**

|  |  |  |
| --- | --- | --- |
| Name | Organization | Title |
|  |  |  |
| Email Address | Phone Number | Time Zone / Location |
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**Session Information**

**Proposed Session Title (no more than 12 words)**

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**Breakout Session Track** (please choose ONE option with an “X”)

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|  | **Housing Is Health**Sessions primarily focused on the intersection between housing and health/healthcare. |  | **Housing Is Education**Sessions primarily focused on the intersection between housing and education. |
|  | **Partnership Development**Sessions highlighting multiple sectors working together, content can be broader than education/health alone. (e.g. case studies about partnership develop best practices, data sharing/collaboration, community organizing, advocacy) |

**Session Summary (no more than 100 words)**

**Type of Session**

**Format: Choose the one option that best represents your session.**

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|  | Panel Discussion(3-5 presenters + moderator) |  | Moderated Discussion(1-2 presenters + moderator) |
|  | Research Symposium |  | Featured Speaker and Q&A (1-2 presenters) |
|  | Workshop/Interactive Session |  | Other (please specify/explain): |

**Themes: Which of the following are included/featured in your proposed session? Choose all that apply.**

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|  | Public Housing Authorities  |  | Other Affordable Housing Providers |
|  | Education Providers (e.g. schools, superintendents, after-school programs) |  | Healthcare Providers (e.g. hospitals, clinics, community-based mental health, etc.) |
|  | Healthcare payers |  | Health or Education Government Agencies/Officials |
|  | Community and Housing Development |  | Data Sharing & Collaboration |
|  | Research/Evaluation Findings |  | Metrics and Outcomes Development |
|  | Funding and Financing |  | COVID-19 Response |
|  | Focus on Executive, Senior-Level Leadership |  | Focus on Practitioners and Front-Line Staff |
|  | In-Depth Case Study |  | More than 2 Sectors Participating/Represented |
|  | Focus on Equity/Anti-Racism |  | Advocacy and Coalition Building |
|  | Other Themes Worth Noting:  |

**Session Details**

**Provide a complete overview of session content and context (can be longer than a short overview).**

**Session Format: Describe the format of the session and what the experience will be like for participants.**

***Additional Materials: Along with this completed proposal form, please also attach any additional materials relevant to the content of this session (e.g. reports, news coverage) to the email you send to*** ***housingis@clpha.org*** ***when you submit your proposal.***

**Session Production**

**Run of Show: Provide an outline of your session. Please note that we require a minimum of 15 minutes total for Q&A and/or discussion but encourage sessions to include more than 15 minutes when possible.**

**Visual Aids: Will you be using Powerpoint slides, printed handouts, interactive polls, or other materials? Please specify which you will need for this session if any.**

**A/V Needs: Please indicate technical or material needs beyond projection/laptop. (e.g. sound equipment to play videos)**

**Presenters**

**For each presenter, please provide the following information: Name (as you’d like it to appear in an agenda), organization, title at organization, email address, best phone number, role within session, short biography (200 word limit), organization Twitter handle, and individual Twitter handle.**

**Note: We strongly encourage session planners to confirm that all speakers are available to present at this conference in Washington, D.C., May 9 and 10 in-person prior to submitting this proposal for scheduling purposes.**

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| PRESENTER #1 |
| **Full Name(as it should appear on an agenda)** | **Organization** | **Title at Organization** |
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| **Email Address** | **Best Phone Number** | **Role within Session** |
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| **Organization’s Twitter Handle** | **Individual’s Twitter Handle** | **Preferred Name (e.g. nickname)** |
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| **Short Bio (no more than 200 words)** |
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| **Have you confirmed this presenter is available to present on May 9 and 10 in-person?** *(Use an “X”)* |  | Yes |  | No |
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| PRESENTER #2 |
| **Full Name(as it should appear on an agenda)** | **Organization** | **Title at Organization** |
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| **Email Address** | **Best Phone Number** | **Role within Session** |
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| **Organization’s Twitter Handle** | **Individual’s Twitter Handle** | **Preferred Name (e.g. nickname)** |
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| **Short Bio (no more than 200 words)** |
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|  **Have you confirmed this presenter is available to present on May 9 and 10 in-person?** *(Use an “X”)* |  | Yes |  | No |

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| PRESENTER #3 |
| **Full Name(as it should appear on an agenda)** | **Organization** | **Title at Organization** |
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| **Email Address** | **Best Phone Number** | **Role within Session** |
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| **Organization’s Twitter Handle** | **Individual’s Twitter Handle** | **Preferred Name (e.g. nickname)** |
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| **Short Bio (no more than 200 words)** |
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|  **Have you confirmed this presenter is available to present on May 9 and 10 in-person?** *(Use an “X”)* |  | Yes |  | No |

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| PRESENTER #4 |
| **Full Name(as it should appear on an agenda)** | **Organization** | **Title at Organization** |
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| **Email Address** | **Best Phone Number** | **Role within Session** |
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| **Organization’s Twitter Handle** | **Individual’s Twitter Handle** | **Preferred Name (e.g. nickname)** |
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| **Short Bio (no more than 200 words)** |
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| **Have you confirmed this presenter is available to present on May 9 and 10 in-person?** *(Use an “X”)* |  | Yes |  | No |
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| PRESENTER #5 |
| **Full Name(as it should appear on an agenda)** | **Organization** | **Title at Organization** |
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| **Email Address** | **Best Phone Number** | **Role within Session** |
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| **Organization’s Twitter Handle** | **Individual’s Twitter Handle** | **Preferred Name (e.g. nickname)** |
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| **Short Bio (no more than 200 words)** |
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|  **Have you confirmed this presenter is available to present on May 9 and 10 in-person?** *(Use an “X”)* |  | Yes |  | No |

**Additional Information About Presenters (Optional)**

**We consciously seek to maximize representation from marginalized/underrepresented groups among presenters at the Summit (e.g. racial, ethnic, gender expression, sexual orientation, living with disabilities, etc.). If you would like to share any information about your session presenters relevant to diversity, please share that information here.**

**Please share any additional information or notes about your presenters below.**

**Marketing and Promotion**

**Previous Conferences: If you have presented this session or one similar to it at other conferences/meetings, please list those events along with the month and year they were presented. If this is the first time this information/session is being presented publicly, please also indicate that in this field**.

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| **Event** | **Date (Month and Year)** | **Any Notes?** |
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**Promoting Your Session: Many presenters like to promote their sessions and the Summit itself. Please provide the name, email, and phone number of your organization’s communications staff person (or the person responsible for marketing/social media). You may include multiple comms/marketing contacts based on the number of organizations represented.**

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| **Organization** | **Name** | **Email** | **Phone Number** |
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**Additional Information**

**Please share any other information that you think we need to know about your proposed session that is not captured above.**

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| **How to Submit This Application** |
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* Send this completed application (along with any supporting documents such as relevant reports, news coverage) to housingis@clpha.org. **Proposals must be submitted no later than 11:59pm PT on December 1, 2023.**
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