

# **SYMPOSIUM PROPOSAL DESCRIPTION**

## **CityMatCH Leadership and MCH Epidemiology Conference**

### **Deadline:**

Proposals must be electronically submitted **through our online submission system no later than the date listed on our conference website** ([www.citymatch.org/conference](http://www.citymatch.org/conference), under “submissions”). Late submissions will NOT be considered, nor will submissions be returned.

### **Description:**

Symposia are 90-minute sessions that provide critical, **in-depth** learning and discussion opportunities to advance the field of MCH epidemiology and practice on a specific topic. Symposia may be organized in a variety of formats including panel presentations on focused topic or presentations that are more detailed by a single content presenter. Conference symposia are intended to stimulate audience discussion by sharing new ideas and best practices in MCH epidemiology, program, and policy. Symposia do not have to have academic origins. In previous years, symposia have come from federal, state, and local health departments. Topics have varied widely, from data methods to programmatic issues to policy work.

### **Examples of symposium topics include (but are not limited to):**

- Emerging health issues or surveillance needs
- New data sources
- Theoretical or conceptual frameworks
- MCH related programs or initiatives
- Policy issues with MCH population implications

### **Examples of symposia presented in previous years:**

- LARC uptake program
- Responding to data capacity needs related to emerging threats
- Improving maternal death reporting
- Examining strategies to engage new partners
- Addressing data capacity needs
- Using preconception care indicators to improve pregnancy outcomes

### **Required Documentation:**

All sections must be completed for consideration; incomplete submissions will not be considered and will not be returned. **Each presenter will need to register for the conference, no exceptions.**

### **Proposal Requirements:**

Submitting a proposal implies that you understand and agree with the provisions of submission. Proposals must be submitted in English only. All communications and announcements will be sent to the identified session organizer (whomever submits the proposal) only.

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**All proposals should contain the following information:**

- Descriptive Title (20 words or less)
- Name & contact information for all presenters
- Biographical sketch for all presenters (250 words or less, each), including any
  - Academic preparation, if applicable
  - Experience presenting on content ‘in the field’
- Session moderators are highly recommended
  - Someone who is familiar with the topic and contribute meaningfully to the session
  - Biosketch is required (250 words or less)
- Symposium objectives (200 words or less)
- Brief description of proposed session (275 words or less)
- Justification for proposed session (250 words or less), for example:
  - Importance
  - Timeliness
  - Target Audience
- Session agenda and proposed format (e.g. panel presentation, single presenter); (500 words or less)

**NOTE:**

- Do NOT copy and paste bulleted lists from Word into your submission
- Do NOT use **bold**, *italics*, underlines, tabs, hard returns, or ALL CAPITAL LETTERS in any part of the submission
- Do NOT include line graphs, tables, or attachments

Please check the CityMatCH conference website for the submission timeline, including deadlines for submissions: [www.citymatch.org/conference](http://www.citymatch.org/conference), under “submissions.”

If you have questions feel free to contact us at [CitymatchConference@unmc.edu](mailto:CitymatchConference@unmc.edu).