**12 – 13 September 2018**

**Session Proposal Form**

**How to bid for a workshop session**

To bid for a session you must use the form below and complete all sections.

Please note we cannot make contributions towards any expenses you incur while holding a workshop or Learning Zone session, including travel and accommodation. You will be provided with the session room and equipment for free, as well as a free delegate pass for each presenter (maximum of x2) that will be valid for the day of your session. No further complimentary speaker passes will be provided. Your session will be publicised in the conference programme and online.

**Bids must be received by Wednesday, 18 April 2018.**

Bids will be considered by the Conference Planning Group, which is made up of representatives from ADSS Cymru and Social Care Wales. We will aim to notify all bidders of the outcome of their bid by the end of April.

**12 – 13 September 2018**

**Session Proposal Form**

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| --- | --- | --- | --- |
| **IMPORTANT** The deadline for submission of the session proposal is **Wednesday 18 April 2018** | | | |
| **Title of session:** | | | |
| **Session Leader** (main contact person) | | | |
| **Name** |  | | |
| **Job Title** |  | | |
| **Organisation** |  | | |
| **Email** |  | | |
| **Telephone** |  | **Mobile** |  |
|  | | | |
| **Co-presenter 1** (no more than two co-presenters) | | | |
| **Name** |  | | |
| **Job Title** |  | | |
| **Organisation** |  | | |
| **Email** |  | | |
| **Telephone** |  | **Mobile** |  |
| **Co-presenter 2** (no more than two co-presenters) | | | |
| **Name** |  | | |
| **Job Title** |  | | |
| **Organisation** |  | | |
| **Email** |  | | |
| **Telephone** |  | **Mobile** |  |

|  |  |
| --- | --- |
| **Session title:** |  |
| **Session type:**  Are you bidding for a workshop or learning zone session? |  |
| **If a Learning Zone session:**  Single or double slot  (30 mins per slot) |  |
| **Innovation, Policy Development or Research**  Select one item |  |
| **Session theme:**  How does your session relate to the conference themes?  *(no more than 100 words)* |  |
| **Session abstract:**  Please provide a brief abstract of your proposed session.  *(no more than 200 words)* |  |
| **Session format:**  For example, is it a presentation, video, drama, panel, etc? |  |

Please return this completed form by **Wednesday, 18 April 2018** to

[**Carla.green@adsscymru.org.uk**](mailto:Carla.green@adsscymru.org.uk) **or** [**phil.tyrrell@adsscymru.org.uk**](mailto:phil.tyrrell@adsscymru.org.uk)