



# Call for Program Proposals

The Michigan Reading Association, an affiliate of the International Reading Association, invites you to submit a program proposal for the **54th Annual Michigan Reading Association Conference**

## *Weaving a Tapestry of Readers and Writers*

Saturday, March 20—Monday, March 22, 2010

Cobo Hall • Detroit, Michigan

**Proposals must be postmarked no later than September 30, 2009**

The Program Committee will consider all proposals submitted by the due date. Notification of the committee's decision will be sent no later than November 16, 2009. **The individual submitting the proposal is responsible for notifying co-presenters of the Program Committee's decision.**

### **Factors that tend to enhance a proposal:**

- Relevance and interest of program to proposed audience and/or conference theme
- Clarity, conciseness, and coherence of proposal
- Timeliness of issues or topics
- Innovative ways of viewing more traditional issues
- Evidence of presenters' knowledge about current practices and/or research
- Specific and articulate program description that does not need editing

### **Factors that tend to disqualify a proposal:**

- Promotion of commercial materials or programs
- Content not clearly related to literacy
- Failure to complete the proposal according to guidelines and format

### **PLEASE READ IMPORTANT DETAILS BELOW:**

- **All presenters and co-presenters of accepted proposals MUST register and pay for the conference by January 11, 2010.**
- ***Failure of each presenter of the proposal to register for the conference by January 11, 2010 will result in the immediate cancellation of the scheduled session.***
- **Registered presenters and co-presenters who cancel following January 11, 2010 must submit their cancellation in writing and will be eligible for a 50% refund of the conference registration fees.**
- **Upon signing this proposal, it is also understood that presenters and co-presenters do not receive honoraria or reimbursement for travel, hotel or related expenses.**
- **Upon request, each presentation room will be equipped with an overhead projector and screen (see Page 2). Hand-outs and any additional A/V equipment, however, will be the responsibility of the presenters.**

All of the information on Page 2 of this Proposal Form must be **mailed or faxed** to the MRA Office, complete with presenters' signatures, by September 30, 2009. **Only signed Proposals will be accepted electronically.** Be sure to provide all requested information. Incomplete or partial proposals will not be accepted. We request that in addition to your faxed or mailed proposal, you submit electronically to the MRA office ([mra@michiganreading.org](mailto:mra@michiganreading.org)) only your proposed session titles and presentation descriptions with presenters' names and contact information clearly stated to:

Michigan Reading Association  
668 Three Mile Rd NW, Suite C  
Grand Rapids, MI 49544-8219  
Fax: 616-647-9378

# MRA PROGRAM PROPOSAL

SUBMISSION DEADLINE: POSTMARKED SEPTEMBER 30, 2009

(Separate proposal forms must be submitted for each presentation title.)

I (and any co-presenters of this proposal) understand that (1) MRA does not provide honoraria or expense reimbursement, (2) that upon acceptance of this proposal, all presenters and co-presenters for this presentation must register and pay for the conference by January 11, 2010. He/she must submit a cancellation in writing and will be eligible for a 50% refund of the paid conference registration fees.

\*\*\* Please submit the following information as you would like it to appear in the conference program book \*\*\*

## I. Individual submitting proposal:

Name: \_\_\_\_\_  
Institution/District: \_\_\_\_\_ Position: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Day Phone: \_\_\_\_\_ Eve. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Signed: \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_\_ / 2009

## II. Co-presenters (limited to 3):

Name: \_\_\_\_\_ Institution/District: \_\_\_\_\_ Position: \_\_\_\_\_  
Signature \_\_\_\_\_ E-mail: \_\_\_\_\_  
Name: \_\_\_\_\_ Institution/District: \_\_\_\_\_ Position: \_\_\_\_\_  
Signature \_\_\_\_\_ E-mail: \_\_\_\_\_  
Name: \_\_\_\_\_ Institution/District: \_\_\_\_\_ Position: \_\_\_\_\_  
Signature \_\_\_\_\_ E-mail: \_\_\_\_\_

## III. Of Primary Interest to:

\_\_\_\_\_ Pre-School  
\_\_\_\_\_ Early Elementary (K-2)  
\_\_\_\_\_ Later Elementary (3-5)  
\_\_\_\_\_ Middle School (K-8)  
\_\_\_\_\_ High School (9-12)  
\_\_\_\_\_ Researchers  
\_\_\_\_\_ Teacher Educators  
\_\_\_\_\_ Adult Educators  
\_\_\_\_\_ Literacy Coaches/  
Reading Specialists

\_\_\_\_\_ Administrators  
\_\_\_\_\_ Title I Educators  
\_\_\_\_\_ Special Educators  
\_\_\_\_\_ Librarians/Media  
Specialists  
\_\_\_\_\_ Pre-Service Teachers

## IV. Specialized Focus (no more than 3):

\_\_\_\_\_ Adolescent Literacy  
\_\_\_\_\_ Content Area Literacy  
\_\_\_\_\_ Reading Instruction  
\_\_\_\_\_ Writing Instruction  
\_\_\_\_\_ Author/Illustrator  
\_\_\_\_\_ After School Literacy  
\_\_\_\_\_ Technology  
\_\_\_\_\_ Family Literacy  
\_\_\_\_\_ Teacher Preparation/  
Professional Development

\_\_\_\_\_ GLCE/HSCE  
\_\_\_\_\_ Assessment  
\_\_\_\_\_ Research  
\_\_\_\_\_ Administration  
\_\_\_\_\_ Adult Literacy  
\_\_\_\_\_ Legislative  
\_\_\_\_\_ Intervention  
\_\_\_\_\_ Reading Recovery  
\_\_\_\_\_ MEAP/ACT/MME

V. Title of Presentation: \_\_\_\_\_  
Please limit your title to ten words or less.

VI. Description of Presentation: Describe the content of your presentation in 60 words or less. This description will appear in the program book and will be edited if necessary. **Descriptions MUST be typed.** Proposals submitted without a description are considered incomplete.

Description also submitted via e-mail on \_\_\_\_\_/\_\_\_\_\_/2009 E-mail address: \_\_\_\_\_  
Please provide the e-mail address from which the description will be submitted.

VII. Session Time (minutes): \_\_\_\_\_ 45 \_\_\_\_\_ 75 Willing to repeat? \_\_\_\_\_

Day Preference (not guaranteed): \_\_\_\_\_ Saturday (3/20/2010) \_\_\_\_\_ Sunday (3/21/2010) \_\_\_\_\_ Monday (3/22/2010)

VIII. Audio-Visual: An overhead projector/screen may be provided by MRA. If you intend to use this equipment, please check here \_\_\_\_\_.  
*If the presentation will be projected from a computer, presenters are required to bring their own data projector and computer.*

IX. Room Set-Up: All rooms will be set up *theater style* unless otherwise approved by the Conference Chair prior to September 30, 2009.

Please check box if you would like to receive an e-mail confirmation from the Michigan Reading Association office stating that your Program Proposal has been received. Confirmations will be sent by e-mail only, and will be sent to the e-mail address included in the Speaker information above. If you do not receive a confirmation within a week of submission, please contact the MRA office.