



Call for Presentations

Due: *July 20, 2020*

2020 Conference ♦ October 9-11 ♦ Denver, CO

Theme: *Awaken Your Money Story. Awaken Your Potential.*

FTA is working diligently on our 2020 conference planning; it is still our hope to host the conference in Denver this Fall in person. However, we are closely monitoring the status of Coronavirus/COVID-19 and actively planning for any potential circumstances. The health and safety of our membership and attendees are of utmost importance. We will adhere to all guidance provided by the U.S. Centers for Disease Control and Prevention (CDC) and the World Health Organization (WHO). As FTA gets closer to the Fall conference dates, we will determine if we will meet in person providing it is safe to do so, virtually, or a combination of the two. Regardless of the platform, our planning committee will ensure a chance to learn more about financial therapy, while also providing networking opportunities for our members. With this in mind, we are so proud to announce that the portal to our call for conference proposals is open!

Who Should Submit

Anyone interested in the cognitive, emotional, behavioral, relational, economic, and integrative aspects of financial health and well-being.

Goal

This year's conference will focus on bringing one's experiences, stories, and abilities with money management and financial therapy into practice. Discuss, learn, and experience what it is like to do the work of a financial therapist. We are also pleased to be celebrating our very first class of Certified Financial Therapists Level I!

Please submit your ideas and propose sessions in one or more of the following general types.

Types of Submissions– *To better understand what should be included in the actual proposal attachment, please read the “How To” later in this document or click [here](#).*

Any topic related to the following topics.

- Experiential self & client practice
- Self-of-the-financial therapist
- Financial therapy skills, interventions, and exercises
- Money & relationships
- Behavioral economics
- Application of financial therapy research
- Education planning
- Cultural diversity
- Credit management
- Estate planning
- Retirement analysis

However, any topic relating to financial therapy will be considered. Qualified submissions will be peer-reviewed and evaluation will consider completeness, quality of writing, impact on field, innovativeness, and usefulness in financial therapy practice and research. A limited number of spots are available for selected submission and therefore only high quality and competitive proposals will be selected.

The two main types of submissions that are sought include:

Questions? Email admin@financialtherapyassociation.org

- **Poster Presentations** – Posters feature elements of research, theory, practice, or showcase a specific approach as applied to financial therapy. Submissions should include a 1-2 page, single-spaced, detailed abstract in APA format of the proposed poster content. Poster exhibitors will present their posters during the poster sessions.

A *Best Poster* award will be given at the conference. Posters will be judged during the poster session at the conference. Presenters must be present at the session to speak with the judges.

- **Full Presentations**- These presentations will showcase high quality, relevant research papers that further the field of financial therapy. Presentations may range in length from 30 to 50 minutes depending upon the accepted number of presentations per topic. Submissions should include a detailed abstract (at least 2-3 single spaced pages with a five-page maximum in addition to references) highlighting the purpose of the research and research question, a brief literature review, methods, results, and discussion including limitations and implications.

Selected abstracts will be invited to participate in the *Outstanding Conference Paper* competition, sponsored by the *Journal of Financial Therapy*. To compete, full papers must be submitted to admin@financialtherapyassociation.org no later than August 31, 2020 with the email subject heading of "Outstanding Conference Paper Submission – First Author Last Name". The winner of the competition will be announced at the conference and may be featured in the *Journal of Financial Therapy* if requirements are met.

Submission Guidelines

- All submissions should be single-spaced, Times New Roman, 12-point font, and use APA formatting.
- Evaluation criteria will include completeness, quality of writing, impact on field, innovativeness, usefulness in financial therapy practice and research, and APA and proposal submission guideline adherence.
- A separate Role Form will be completed for authors names. No authors names should be included in the uploaded proposal submission to ensure blind review of submissions.

Target dates:

- Accepted proposal submitters will be notified of acceptance by August 1, 2020.
- At least ONE author will need to CONFIRM their acceptance and REGISTER by August 31, 2020.

Who should submit?

Mental health and financial professionals, academics, scholars, and students in the practice, research, or in scholarly pursuit of financial therapy and financial therapy related topics. All topics related to financial therapy are welcome.

Where to Submit:

All submissions will be submitted online at <https://proposalspace.com/calls/d/1195>

Review: Each submission is blind, peer reviewed.

Terms:

- When applicable, authors must disclose when and where research has been previously presented and/or published.

How to Prepare Your Submission for ProposalSpace

Proposal Space Link: <https://proposalspace.com/calls/d/1195>

Author Roles

- First & Corresponding Author(s) – This is the person who originally submits the proposal on ProposalSpace. **This is the one and only person with whom the Conference office will communicate about this proposal.** This person should set their email filter to accept email from these two email systems: proposalspace.com and FinancialTherapyAssociation.org.
- List additional authors or contributors in the order to be printed on the final program. When you enter the additional authors, you will use their login email addresses to “find” them in the system, so that they self-populate.

Good to Know:

1. You may start the proposal and come back to finish it later. It does not submit until you click the “submit” button.
2. It is suggested that you develop your submission responses in a word processor so you can check spelling and grammar before you complete the online form. There is no spell-checker in the submission form.

Prepare Your Submission: Fill out the following fields.

1. Give the submission a **nickname** so you can identify this easily if you have multiple submissions in your ProposalSpace account.
2. **Provide the formal title.** Capitalize the important words, as if you were writing the title of a book for its front cover.
3. **Provide the format** you are submitting:
 - a. Poster
 - b. Full Oral Presentation
 - c. Either
4. **I am best described as:**
 - a. Scholar/Academic
 - b. Practitioner
 - c. Researcher
 - d. Other
5. **Description:** To assist in assigning reviewers and for use in the final program, describe your submission in 100 words or less. Please do not use indents or separate paragraphs. Spelling and grammar are critically important. Avoid use of symbols, if possible.
6. Please list the **Key Words** that describe the content of your submission. Separate each with a comma and do not use hard returns between words.
7. **Please attach your proposal in .PDF format** and if possible, utilize “save as smaller size .pdf.”
 - a. Before uploading, remember to **remove names and only keep the title to allow for blind review.** Please use Times New Roman, 12 pt., single-spaced.
For posters, we expect 1-2 pages; for lightning research presentations, we expect 2-3 pages, but no more than 5 pages.
 - b. **What should be in the attachment?**
 - i. **Poster Presentations** – Posters feature elements of research, theory or showcase an approach as applied to financial therapy practice. Submissions should include a 1-2 page, single-spaced, detailed abstract in APA format of the proposed poster content.
 - ii. **Full Oral Presentations-** These presentations will showcase high quality, relevant research papers that further the field of financial therapy in less than 20 minutes.

Submissions should include a detailed abstract (5 single-spaced pages or less in addition to references) highlighting the purpose of the research and research question, a brief literature review, methods, results, discussion including limitations and implications. **Save this section.**

8. Enter Author Information.

- a. **Open the Persons Tab** to enter yourself as the First & Corresponding Author, or if you are entering this for a group, enter the one person with whom the Conference Office will communicate. You may add additional authors here as well. This is the list that will be used to list authors in the final program, so please double-check spelling. ***Enter these additional authors in the order that they should appear.***
 - i. Hint: If you are unable to add additional authors, logout, and then log back in and it will then allow you to enter additional authors.
 - ii. You will need this information on additional authors and may find it helpful to gather this from them ahead of time: Name as they wish it to appear in print, their terminal degrees, job title, organization, email, phone number, and their CV or resume that includes their degrees, where they studied, and when the degree was conferred/earned. Each of these items is *required for each presenter*.

9. You may save a draft and continue to work on it until the due date.

10. When you are done editing, don't forget to click Submit!

11. For assistance, contact admin@financialtherapyassociation.org.

****Warning:** Once submitted, no changes can be made to a submission. Please check to make sure everything is entered correctly before submitting.