Call for Presentations

***Due:** July 20, 2020*

2020 Conference ⧫ October 8-9 ⧫ Virtual

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

The unprecedented and negative impact of the COVID-19 pandemic has hit all of us over the past several months. While an in-person annual conference in October was to give us a time to come together as a community to support and learn from one another; the health, safety, and well-being of our members and community must come first. As of now, the impact of the coronavirus has no foreseeable future, and thus, the FTA has made the decision to reformat our annual in-person conference to a virtual conference.

Rest assured the FTA and the Conference Committee are working diligently to develop a virtual format that delivers the same value of cutting-edge and innovate learning opportunities, social networking and community support, and ability to grow as an individual and community. The conference theme of Awaken your Money Story. Awaken Your Potential. has never been more poignant as we grow, learn, and discuss together how financial issues are intertwined with every aspect of our lives.

There are many groundbreaking things taking shape with FTA and I cannot wait to share all of them with you. I want to encourage you to mark your calendars for our 2020 virtual conference to be held on October 8th and 9th.

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–

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. All presentations will be virtual in format. They may include PowerPoint, video demonstration, break-out groups, chat and voice discussion, etc.

The two main types of submissions that are sought include:

- **Poster Presentations** – Poster Presentations will be formatted appropriately in smaller lightning round 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 and/or financial therapy practice that further the field of financial therapy. Presentations may range in length from 30-50 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 (Poster Presentations will be formatted appropriately in smaller lightning round presentations)
   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** – Poster Presentations will be formatted appropriately in smaller lightning round 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 and/or financial therapy practice that further the field of financial therapy. Presentations may range in length from 30-50 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.

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.