

CALL FOR PRE-CONFERENCE SEMINAR PROPOSALS

11th ANNUAL INTERNATIONAL ENERGY PSYCHOLOGY CONFERENCE

“Intention, Transformation, and Change”

Sponsored by the Association for Comprehensive Energy Psychology (ACEP)

Pre-Conference Workshops: Thursday, May 28, 2009

Main Conference: Thursday evening, May 28 to Sunday afternoon, May 31, 2009

Post-Conference Certification Course: Monday, June 1 to Wednesday, June 3, 2009

Florida Hotel and Conference Center At The Florida Mall

1500 Sand Lake Road

Orlando, Florida 32809

USA

Phone: 407-859-1500

Reservations: 800-588-4656

REQUEST FOR PROPOSALS

It's time to submit your proposal to present a one-day pre-conference seminar in conjunction with the 11th Annual International Energy Psychology Conference on **May 28, 2009**. The main conference, sponsored by the Association for Comprehensive Energy Psychology (ACEP) will be held at the Florida Hotel and Conference Center in Orlando from Thursday evening, May 28 to Sunday afternoon, May 31, 2009.

All pre-conference proposal submissions must relate to energy psychology, with the emphasis on using your method for psychological problems. If you are interested in being considered to present a pre-conference seminar **and you feel you meet the eligibility criteria described** below, please submit your proposal before the submission deadline, **Tuesday, September 30, 2008. Please note that there will be no extensions since the education committee will meet this same week to choose the presenters. All proposals are to be submitted online at www.acep-proposals.com.**

CRITERIA FOR ELIGIBILITY:

The trainer is ***well known***, and thus will attract reasonable numbers of workshop registrations

The trainer has a ***track record*** at energy psychology conferences or other venues, of giving workshops that are consistently highly rated by the participants. (*Documentation will be required for those who have not presented at prior energy psychology conferences.*)

The topic is likely to ***generate reasonable numbers*** of workshop registrations

The presenter (*or if more than one, at least one presenter*) meets minimum continuing education criteria of a ***master's degree***.

All ***sections of the proposal are fully completed*** per instructions in this RFP document. (Incomplete proposals will not be considered.)

The trainer is willing to sign the ACEP faculty contract regarding financial agreements, sign up deadlines, minimum numbers needed, etc. as detailed in this document.

NOTE: While we will consider all eligible trainers, preference will be given to those who have given very highly rated presentations at previous energy psychology conferences and who are ACEP members.

Terms for Presenting at a Pre/Post ACEP Conference Seminar

Willingness to split the total net proceeds from the session on a fifty/fifty basis with ACEP. *(Some presenters have chosen to donate their share of the proceeds to ACEP for research or humanitarian aid grants. Such gifts are deeply appreciated!)*

Willingness to help publicize the conference through your e-mail list.

Either let us use your email list or allow us to give you copy that you will send to your email list; if you are sending our copy to your list, you agree to send at least 3 announcements prior to the conference.

Willingness to provide (by the mailing deadline) your snail mail mailing list to ACEP, on a one time use only basis, so your constituents can receive a conference brochure by mail at ACEP's non-profit bulk postage rates.

Willingness to provide all required paperwork within submission deadlines.

Willingness to submit a proposal for a breakout workshop for the main conference. *(See RFP for Conference Workshops sent previously.)*

Once accepted, willingness to sign the pre-conference speaking agreement that will be sent to you.

2009 PRE-CONFERENCE PROPOSAL CONTENT REQUIREMENTS

We invite proposals on a wide range of training opportunities that help attendees develop or expand their skills and expertise as energy psychology practitioners. Our overall goal is to more fully define, establish and promote the evolving discipline of energy psychology through theory, application, innovation, ethical use, and research.

Specific Requirements

Part I: Introductory Information

Seminar Title: Make it descriptive and engaging, as brief as possible.

Audience Skill Level Pre-requisites: Beginner, intermediate, or advanced *(Also specify exactly what prior training registrants must have in order to sign up -- e.g., "prior training in TAT required;" or, "no prior energy psychology training necessary, etc.")*

Presentation Methods: Lecture (didactic), demonstration, case study, group interaction, discussion, experiential/exercises, video, etc.

AV Requests: An LCD projector, a flip chart and one microphone per presenter are standard, with further options of stools and an extra microphone for demonstrations. Please specify requirements beyond this, knowing that ***presenters are required to foot the cost of any additional AV requests beyond those mentioned.***

Presenter(s) Biographical Summaries: List each trainer's full name, title, degree (*please use only your highest credential and ACEP certification if appropriate*), professional licenses, and affiliation, as you would like this to appear in the conference program book, and indicated whether or not each person is an ACEP member.

Contact Information: Include email address, complete mailing address, telephone number, fax number and any website information for each presenter. Please indicate which person is the primary contact.

Part II. Narrative & Outline of Presentation

Publicity Description: Provide a concise and engaging 45 maximum word description of your workshop (subject to editing) as you would like it to appear in the conference marketing brochure if selected.

Abstract for CE Credit: - Provide a dry, professionally worded, technical description of your workshop, to be used for CE documentation purposes only, NOT for publicity.

Introduction: State the purpose and rationale for the presentation. This is a summary of what you will be presenting and how this is relevant to one or more of the conference goals. (*See RFP for Conference Workshops sent previously.*)

Objectives: State 5-6 objectives in behavioral terms for continuing education purposes. (*Example: "Upon completion of this 1- day program the participant will be able to: (1) name 3 aspects of the human electromagnetic system; etc."*) Please note, these must be behavioral objectives that are measurable. (*"Understand", "be familiar with", "learn", and "appreciate" are NOT measurable objectives.*)

Seminar Content Outline - An outline is a Roman numeral or bulleted skeleton of what you will cover and in what way, and how much time you plan to spend on each section in 30 minute increments. Time total should add up to 6 hours excluding lunch and breaks. Seminars are expected to begin at 9am and end at 5pm.

Evaluation: - Develop one question related to each objective that can be used to test what the learners have achieved. (*Example: "Three aspects of the human electromagnetic system are (1) _____ (2) _____ and (3) _____."*)

Bibliography: Relevant books or articles that pertain to your presentation, in format of Turabian's "A Manual for Writer's of Term Papers, Theses, and Dissertations" or related American Psychological Association format.

PART III. RESUMES OR CV & PHOTO (THIS IS NEW THIS YEAR)

Submit a complete resume or curriculum vitae in word document format as well as a headshot photo in jpeg format for each presenter. Please submit a new resume or vita even if you are a returning presenter. Please submit these separate electronic documents to education_director@energypsych.org.

ONLINE SUBMISSION INFORMATION

All proposals are to be submitted online at www.acep-proposals.com.

The official website www.ACEP-proposals.com begins accepting submissions August 5, 2008.

The deadline for submitting proposals is **Tuesday, September 30, 2008**. Once a proposal is submitted, the primary speaker will receive an e-mail acknowledgement; if no confirmation is received within 48 hours, please contact education_director@energypsych.org.

Even though you are electronically submitting your proposal, please make both printed and digital copies and retain them for safekeeping.

Also, for your reference, please download and print a copy of this call for proposals with clarifying information. Presenters must have an e-mail address to facilitate the proposal process and all conference related communications. Accepted proposals will be confirmed by email.

BENEFITS OF PRESENTING AT CONFERENCE

Presenters' names and description of their work are circulated to thousands worldwide. Presenters are our honored guests at a special faculty welcome reception.

Presenters may sell their books through our professionally run conference bookstore. *(Please note that CE requirements prohibit the sale of books, materials or products during the course of individual seminar sessions.)*

Most importantly, presenters share their knowledge with a highly skilled, influential group and play a significant part in the advancement of this dynamic, expanding field. Presenters may bring brochures or other announcements of their own workshops or other products to display at the back of the room during seminar sessions. Many previous presenters have successfully marketed enrollment in their training programs through conference contacts. *Although presenters are not allowed to sell products or training courses during sessions, ACEP is happy to support this in other professionally appropriate ways.*

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ACEP is recognized by the US Internal Revenue Service as a non-profit 501(c)(3) organization and publicly supported foundation (Tax ID 33-0832999). Proceeds from the annual international energy psychology conference help to underwrite ACEP's program initiatives such as:

- Supporting much-needed empirical research.
- Providing humanitarian aid to alleviate suffering in the world through energy psychology training and/or therapy gratis or at low cost.
- Maintaining a website with educational and program resources.
- Expanding continuing education opportunities.
- Promoting professional credibility through developing and raising standards for the practice of energy psychology methods.

Educating licensing bodies about the responsible uses of energy psychology modalities.

The Association for Comprehensive Energy Psychology (ACEP), which was founded in 1998, is an international non-profit organization that promotes collaboration among energy psychology practitioners and researchers, and enhances this field's credibility with consumers and professionals. Energy psychology is a rapidly developing field within mind/body psychology that explicitly, directly and methodically treats the human vibrational matrix. This matrix includes the biofield that envelops the body, the energy centers (chakras), and the energy pathways (meridians and related acupoints) as well as a number of other interrelated energy systems. Energy psychology treatments are increasingly used to alleviate psycho-spiritual or mind-body distress, and promote high-level psycho-spiritual or mind-body functioning.

Thank you for choosing to be at the forefront of the expanding field of energy psychology by participating in this 11<sup>th</sup> Annual International Energy Psychology Conference and by choosing to be a member of ACEP. Please encourage your colleagues to attend the conference and support ACEP's programs.

For more information, contact ACEP at:

Web Site: <http://www.energypsych.org>

E-mail: [acep@energypsych.org](mailto:acep@energypsych.org)

ACEP Education Chair: Carole Stern, MS, RNC, D CEP,

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