



AMERICAN PROBATION AND
PAROLE ASSOCIATION

American Probation and Parole Association

www.appa-net.org

2025 Winter Training Institute Las Vegas, NV

Jan 26-29, 2024



CALL FOR SUBMISSIONS

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APPA's 2025 Winter Training Institute

Las Vegas, Nevada | January 26 - 29, 2025

APPA SEEKS SUBMISSIONS FOR:

60-minute Workshop Sessions

90-minute Workshop Sessions

4-hour Intensive Workshop Sessions

Virtual Workshop Sessions – 60 or 90 minutes

Poster Presentations (NEW) *see below for more details

Come celebrate **50 years** of American Probation and Parole Association (APPA) Training Institutes! APPA is pleased to issue a **Call for Presenters on Session** and **Poster Proposals** for our **2025 Winter Training Institute set for January 26 - 29, 2025, in Las Vegas, Nevada.**

APPA training institutes provide attendees with learning opportunities that emphasize skill-building and enhance career development. Preference will be given to workshops and posters that include learning objectives with verbs derived from Bloom's Taxonomy, S.M.A.R.T. objectives (Specific, Measurable, Achievable, Relevant, and Timely), incorporated activities, audience participation, a skills-focused approach, and new research on the field of community corrections. Please consider best practices for communication and engagement for audience members who are attending virtually. Our participants include community corrections professionals in pretrial, probation, parole, reentry, program and treatment providers, judiciary, criminal justice researchers, educators, and more.

Please bear in mind presenters are responsible for bringing their own laptops and presentation materials, i.e., handouts, USBs, etc. APPA does not provide printing services.

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Regrettably, APPA does not reimburse presenters for expenses and fees associated with participation. Examples of this include travel and lodging expenses, and incidentals like food, parking, etc. Additionally, APPA has implemented a policy change regarding faculty registrations (session only). Now, even if you are attending your session only, there will be a registration fee of **\$265**. This change has been implemented, as we are a nonprofit organization committed to serving the community corrections field and to continue offering a program of excellence.

APPA is excited to provide this platform for quality practitioners who are focused on improving core competencies, understanding what works in the field, embracing education and training, and continually developing skills. All are essential to the success of this crucial work, and it all rests firmly on the belief that this profession has a significant impact on public safety. We look forward to creating safer communities together with you.

PRESENTATION PROPOSAL PROCESS:

- 1. Prepare Your Proposal:** Ensure your proposal includes a clear description, stated learning objectives, and evidence-based data.
- 2. Complete the Application:** Fill out all sections of the application form. Incomplete applications will not be considered.
- 3. Submit Your Proposal:** Use the respective submission portal link below to submit your session and/or poster presentation proposal.
- 4. Review Process:** APPA's program committee will review all submissions based on the scoring criteria, such as topic relevance, use of evidence-based practices, clear objectives, unique approach to/delivery of the topic, presenter expertise, and overall impact.
- 5. Notification of Selection:** All presenters will be notified by email in November/December of the proposal decision.

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BENEFITS OF PRESENTING:

- 1. Promotion:** Session and poster presenters' biographies and credentials will be featured on APPA's event website and in the 2025 Annual Conference App. Poster winners will be featured in all relevant electronic and print marketing materials and will be given a table in the registration area to promote their posters to attendees during peak registration times.
- 2. Special Sessions:** Innovative topics and groundbreaking research will be selected to present in a special mainstage session streamed out live to the APPA virtual audience. Ten to twelve session proposals will be selected, and poster winners will be offered this unique opportunity. These presentations will be highlighted on APPA's social media.
- 3. Recognition:** Session and poster presenters' expertise will be acknowledged by APPA and other industry professionals.
- 4. Networking Opportunities:** Session and poster presenters will have the chance to network with peers and industry leaders.

TRAINING INSTITUTE PRESENTATIONS SHOULD RELATE TO ONE OR MORE OF THE FOLLOWING:

- 1. Community Supervision:** Agency operations and supervision or decision-making for those who are on probation or parole and related case planning, assessments, reporting, and interventions.
- 2. Gender Issues and Diversity:** Addresses supervising and/or working with individuals with various gender identities including multicultural and multigenerational workforces.
- 3. Health and Wellness:** Stress management and vicarious trauma for professionals in the field and office.

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4. **International:** Community corrections issues including but not limited to advancing practices, administrative/policy innovations, juvenile and family justice innovations, restorative justice, and behavioral health from an international standpoint.
5. **Judicial:** Community corrections professionals working within a court system and policies and procedures related to courts.
6. **Juvenile Justice:** Issues, programs, and policies dealing with individuals under the jurisdiction of the juvenile court.
7. **Leadership and Management:** Professional development for executive and middle management.
8. **Local Issues:** Programs and policies specific to an agency or jurisdiction near the training site.
9. **Mental Health and Substance Abuse:** Working with individuals with mental health or substance abuse issues.
10. **Pretrial:** Agency operations and/or the supervision of defendants prior to trial or court adjudication or in diversion programs.
11. **Prevention:** Lowering recidivism, programs to prevent crime and re-offending, and restorative justice.
12. **Reentry:** Planning and programming for individuals released from prisons, jails, or residential placement.
13. **Reform:** The reduction of recidivism through structural change to the community corrections field.
14. **Research/EBP:** Presentation of data collection and analysis, evidence-based practices, outcomes, and programs.

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15. **Safety:** Safety for professionals in the field and office.
16. **Technology:** Tools used for supervision, monitoring, and testing.
17. **Tribal Issues:** Addresses issues related to planning for home reentry programs and barriers for tribal probation officers in Indian country.
18. **Veterans Issues:** Issues related to veterans who have become involved in the criminal justice system including mental health issues, substance abuse, PTSD, and how supervision and treatment should be specialized to this population.
19. **Victim Issues:** Addressing victims, restitution, offenders as victims, Prison Rape Elimination Act, Human Trafficking Prevention Act, and Violence Against Women Act.

AMERICAN PROBATION AND PAROLE ASSOCIATION

NOTE: Corporate members are guaranteed one workshop each calendar year, provided the subject matter is deemed appropriate for the program and aligns well with other presentations. If you have any questions regarding submissions, please contact **Joshua Nelsen**, APPA Professional Development Manager, via jnelsen@csg.org or **859.244.8236**.

SESSION SUBMISSION GUIDELINES:

Individuals interested in submitting a proposal for consideration must provide the following information, which is required to comply with APPA training accreditation requirements and to apply for permission to grant credit for contact hours in various professions (e.g., social workers, substance abuse counselors, continuing legal education).

Please note: APPA reserves the right to move this training institute to a digital setting based on safety and health needs. If such a change occurs, presenters will be informed throughout the process as the situation demands.

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Length: Sunday, January 26 (Intensive Sessions): 4 hours
Monday, Tuesday, & Wednesday (Workshop Sessions): 90 minutes
Monday, Tuesday, & Wednesday (Workshop Sessions): 60 minutes

Modality: The Training Institute in Las Vegas, Nevada will be a hybrid event, allowing presentation teams to choose between in-person and virtual workshops. Virtual workshops will be pre-recorded by the APPA team and hosted on the official app for on-demand viewing by our virtual audience. You can confirm your modality preference when filling out the application. Once confirmed, APPA staff will reach out to teams presenting a virtual workshop to schedule the recording.

Workshop title: Choose a title that captures participants' attention and clearly identifies the primary focus of the workshop. Please note that APPA reserves the right to change or adjust the workshop title.

Workshop Description: Provide a clear, concise, and accurate description of the workshop as it will appear in the program (maximum: 150 words). Please be aware that APPA reserves the right to modify the workshop description.

Training Objectives: Describe the measurable skills, knowledge, and/or new capabilities that participants will gain as a result of the workshop (e.g., at the end of the training, participants will be able to identify five out of ten causes of suicide). List a minimum of three training objectives. Ensure that your objectives are S.M.A.R.T. and incorporate Bloom's Taxonomy.

Activity (optional): Describe any activities that will be used in the presentation. While activities will not be listed in the program, they will assist with presentation selection. Preference will be given to skill-based presentations that involve participant engagement (e.g., group activities to discuss potential steps for implementing the described program at their home agency) or present new research relevant to the field of community corrections.

Faculty Information: Provide the name and complete contact information (including email address) of the person submitting the workshop proposal if they are not listed as a presenter or moderator.

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Faculty Biography: Include a brief biography for each faculty member describing relative experience and credentials. Please keep the total length of the biographies within 200 words.

Primary Contact: Provide the name and complete contact information (including email address) of the person submitting the workshop proposal if they are not listed as a presenter or moderator.

PRESENTERS:

To be considered, submit your workshop proposal here:

SUBMIT

**Submission Deadline:
September 13, 2024**

NOTE: APPA will contact presenters of the workshop(s) in November/December to indicate the selection decision. If you have any questions regarding submissions, please direct them to **Joshua Nelsen**, APPA Professional Development Manager, via jnelsen@csg.org or **859-244-8236**.

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POSTER SUBMISSION GUIDELINES:

Individuals interested in submitting a proposal for consideration must provide the following information for a poster proposal.

Poster Title: Choose a title that captures participants' attention and clearly identifies the primary focus of the poster. Please note that APPA reserves the right to change or adjust the poster title.

Poster Description: Provide a clear, concise, and accurate description of the poster as it may appear in marketing materials (maximum: 150 words). Please be aware that APPA reserves the right to modify the poster description.

Training Objectives: Describe the measurable skills, knowledge, and/or new capabilities that participants will gain as a result of the poster (e.g., after examining the poster, participants will be able to identify five out of ten causes of suicide). List a minimum of three training objectives. Ensure that your objectives are S.M.A.R.T. and incorporate Bloom's Taxonomy.

Activity (optional): Describe any activities that will be discussed in the poster. This will assist with poster selection. Preference will be given to posters that encourage skill development (i.e., a call to action), or that present new research relevant to the field of community corrections.

Faculty Information: Provide the name, title, agency, address, phone number, and email for proposed presenters (maximum of two). Submissions that lack any of this information will not be considered.

Faculty Biography: Include a brief biography for each faculty member describing relative experience and credentials. Please keep the total length of the biographies within 200 words.

Primary Contact: Provide the name and complete contact information (including email address) of the person submitting the workshop proposal if they are not listed as a presenter.

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PRESENTERS:

To be considered, submit your poster proposal here:

SUBMIT

Submission Deadline:

November 1, 2024

NOTE: APPA will contact presenters of the workshop(s) in November/December to indicate the selection decision. If you have any questions regarding submissions, please direct them to **Joshua Nelsen**, APPA Professional Development Manager, via jnelsen@csg.org or **859-244-8236**.

Las Vegas, NV