

Request for Proposals for Military Psychology

Regional Symposia Series (RSS) 2019

Applications/Proposals from Community Sites Due: EOB October 15, 2018

The Society for Military Psychology, Division 19, is requesting proposals for regional symposia focused on innovative research and practice related to the science of Military Psychology. Three (3) sites will be selected among all applicants and reimbursed for up to \$2000 in expenses.

A primary objective for developing the RSS is to offer venues for additional education, training, networking, mentorship, and leadership development for those already in the field and those interested in gaining knowledge in this area of psychology. Military psychologists serve in many domains, including academia, clinical practice, industrial and organizational psychology, operational psychology, and research, while also providing consultation to community leaders including educational, federal, state, and local officials as well as the private sector, DoD, and non-profit organizations. Hence, a successful RSS application would take into account the variety of settings and roles in which we serve. Proposals are encouraged from single organizations and multiple organizations in collaboration within the aforementioned career domains.

Eligibility: Sites engaged in research, clinical work, and student training in the field of Military Psychology are eligible to apply. Major goals of the Regional Symposia Series are to expand the field of Military Psychology, stimulate new research and practices, encourage networking within the professional community, and nurture the development of new researchers, clinicians, academicians, and leaders.

Institutions which currently support local Division 19 Student Chapters will be given preference, as well as those sites which intend to develop a local Division 19 Student Chapter. Information about student chapters may be found at: <http://www.division19students.org/>. For additional information, please contact: Michelle Koster (michelle.koster@my.wheaton.edu).

Criteria for review: Each proposal will be evaluated according to the following: significance, originality, and contribution to the science and practice of Military Psychology; value of the conference to the local institution, its geographical region, and to the larger Military Psychology community; option for CE units; clarity and coherence of proposal; location and proposed local arrangements for housing, meals, etc.; projected number of attendees; effort to include student engagement (i.e., poster session; collaboration on presentation); willingness to send a representative to attend the APA convention and present in Division 19 hospitality suite; partnerships with other organizations on symposia and funding; allocation of funding for a student to attend RSS and/or APA; inclusion of a restorative event/social or team building event during RSS; and commitment of projected earnings for local Division 19 Student Chapter.

- 1) **Application Description:** Proposals should address the review criteria listed above. The application must also provide information about the following: name of principle lecturer(s), their CV, biographical sketch(es), and full list of publications; conference

theme; location and dates of conference; description of presentations; presenters' CVs and complete list of publications; projected budget; projected number of attendees; a description of efforts made by the conference organizer(s)/program chair(s) to attract and include students; a description of restorative/social event or team building during RSS; and biographical sketch(es), CVs, and list of publications of the conference organizer(s)/program chair(s).

Required Letter of Commitment. The application must contain a letter of commitment from the conference organizer(s)/program chair(s) stating that, if the conference is funded, a compendium of the conference materials will be provided to Division 19 within three (3) months following the last day of the conference. The compendium will contain the PowerPoint presentations, and any other materials pertinent to the presentations/lectures. Each site will also commit to providing the data regarding attendees' evaluations of each talk and the event as a whole, so that Division 19 can further evaluate the success of these events. *Please note that PowerPoint presentations and other materials pertinent to the presentations/lectures will be shared with Division 19 membership as a way to share knowledge and encourage future research, collaborations, etc.*

For sites that do not already have a Division 19 Student Chapter and commit to creating one at their site, the application must contain a letter of commitment from the conference organizer(s)/program chair(s) stating that, if the conference is funded, the community site will have developed a student chapter within 6 months following the last day of the conference.

Information about Division 19 Student Chapters may be found at: <http://www.division19students.org/>. For additional information, please contact: Michelle Koster (michelle.koster@my.wheaton.edu).

All completed applications need to be completed by October 15, 2018 and emailed to: Kathryn.Barrs@du.edu

Final decisions will be emailed to each site's designated POC by November 1, 2018.

Please address any questions about the application process and/or the regional conference series to Dr. Kathryn Barrs (email: Kathryn.Barrs@du.edu, or, phone: (303)-871-4930).

Application for Request of Funding
Military Psychology Regional Symposia Series (RSS) 2019 Conferences
Application/Proposal Due: EOB October 15, 2018

1. Designated Point-of-Contact for RSS Conference:

2. Designated POC email: _____ phone #:

3. Name of Conference Organizer/Program Chair:

Email address: _____ and phone #: _____

Name of Primary Institution(s):

Name of Conference Organizer/Program Chair:

Email address: _____ and phone #: _____

Name of Primary Institution(s):

4. Names of Collaborative Institutions and POCs:

5. Name of Principal Lecturer(s):

6. Conference Theme: _____

7. Conference Location: _____

8. Conference Date(s) and Time(s): _____

9. Projected RSS Budget (include attachment with details):

10. Projected Number of RSS attendees: _____

11. Will CEs be provided? Y _____ N _____

12. Will your site commit to submitting a compendium to the Division 19 RSS Committee within 3 mths. of the end of the conference? Y _____ N _____

13. Does your site sponsor a Division 19 Student Chapter? Y _____ N _____

If Yes, are you willing to donate any profits from the RSS to the local student chapter?

Y _____ N _____

Projected Earnings for Division 19 Student Chapter (percentage of earnings OR actual dollar value): _____

Please **sign and date** here to indicate commitment:

14. Does your site plan to develop and sponsor a Division 19 Student Chapter?

Y _____ N _____

**** If Yes, are you willing to implement this new chapter within 6 mths. of the end of the conference? Y _____ N _____***

**** Provide an attachment detailing the plan, including a projected timeline for the 6 mth. implementation plan.***

****If Yes, are you willing to donate any profits from the RSS to the local student chapter?***

Y _____ N _____

Projected Earnings for Division 19 Student Chapter (percentage of earnings OR actual dollar value): _____

Please **sign and date** here to indicate commitment:

15. Will your RSS include a restorative/social or team building event? Y _____ N _____

16. Will a representative from the RSS be willing to present in the Division 19 hospitality suite during the next APA convention? Y _____ N _____
17. Is your committee willing to allocate funding for at least one student to attend the RSS and/or APA? Y _____ N _____

Instructions:

- 1) Complete the **Application for Request of Funding** and place it at the top of the application packet.
- 2) Please be sure to include all of the requested materials. A checklist has been provided below.
- 3) Completed applications are to be sent via email to: **Katy Barrs, Psy.D.** - Email: **Kathryn.Barrs@du.edu**

Checklist – Please submit documents in the order stated below.

- 2) **Application for Request of Funding** (Cover sheet)
- 3) Principal Investigator(s): CV, bio, and full list of publications
- 4) Conference Organizer(s)/Program Chair(s): CV, bio, and full list of publications
- 5) Presenters: CV and complete list of publications
- 6) Description of presentations, to include *specific learning objectives*
- 7) Details of projected budget
- 8) Detailed plan for efforts made to attract and include student engagement
- 9) Detailed plan for efforts to include restorative/social event or team building during RSS
- 10) Letters of Commitment
 - a. From the conference organizer stating that, if the conference is funded, a compendium of the conference materials will be provided to Division 19 within three (3) months following the last day of the conference. The compendium will contain the PowerPoint presentations, and any other materials pertinent to the presentations/lectures.
 - b. From sites that do not already have a Division 19 Student Chapter and commit to creating one at their site, the application must contain a letter of commitment from the conference organizer stating that, if the conference is funded, the community site will have in-place a student chapter within six (6) months of the last day of the conference.