



CALL FOR SESSIONS

Session Abstracts Due: 8 June 2018

Each year, FCAA convenes funders to network and share best practices as part of its ongoing efforts to increase the amount and impact of philanthropic resources dedicated to the HIV/AIDS effort, and to strengthen networks of funders working in this space and adjacent areas of health, human rights and social justice.

FCAA is designing this year's Summit around the theme of "**Catalyzing Communities.**" Our goal is to support attendees in identifying new tools and opportunities to increase investment in community-based approaches that are integral in the fight against HIV/AIDS. The agenda is intended to be an equal mix of:

- Strategic conversations on what's happening among impacted communities
- Skills building and best practice-focused sessions on how we are truly reaching and supporting hard to reach and excluded communities on the front lines of the response to HIV and AIDS.

Community can be represented by a population (i.e. children, or people of transgender experience) or a geography (i.e. the U.S. South, or Eastern Europe and Central Asia).

For the purposes of the Call for Sessions, best practices or skills building content can be from the perspective of the grantmaker OR community representative (i.e. innovations from a funded or partner organization). However, implications or learnings for grantmakers must be a key component of every session.

FCAA issues this call for sessions to ensure that the Summit agenda is timely, relevant, and member-driven. Proposals will be reviewed by [our planning committee](#).

SESSION CRITERIA

Session format is up to the organizer(s)/sponsor(s) though abstracts including interactive components will be given preference. Priority consideration will be given to submissions that:

- Explore issues of relevance to our conference theme: **Catalyzing Communities**.
- Raise underrepresented and new perspectives and include a diverse range of speakers. Panelists representing marginalized groups, experienced implementers and/or affected populations are encouraged. Please note, for the purposes of the Summit, we will be looking at diversity across race, gender identity, sexual orientation, geography and economic status.
- Integrate exploration of issues and related grantmaking strategies and practices
- Address funding gaps among key populations or geographies.
- Draw out differing perspectives and approaches to issues and offer unique facilitation and audience participation opportunities (e.g real-time polling, small group discussions), as appropriate. Proposed sessions that primarily showcase (i.e. “show and tell”) the work of individual organizations or single initiatives will not be prioritized. Find a few examples of innovative session formats [HERE](#).
- Encourage and help participants to think through the relevance, transferability, and applicability of the session content to their own work as grantmakers.

TOPICS OF INTEREST

Panels that address these following issues will be prioritized:

- Community/Civil Society based responses and/or best practices in funding communities
- Key populations – including men who have sex with men, people who inject drugs, people of transgender experience, LGBTQ populations, and sex workers
- Funding advocacy and/or responding to harmful policy
- HIV in the U.S. South
- Children and youth
- HIV criminalization
- Low and Middle-Income Countries
- Intersectionality of HIV and sexual & reproductive health, LGBTQ issues, human rights, etc.
- Intersection of HIV and the opioid epidemics

SESSION STRUCTURE

Here are two possible structures to follow when submitting an abstract. Additional creative formats are welcome, but please describe in detail any alternative structures and any space/technical/and other requirements. Our goal is to design an agenda that

offers equal parts skills building and issue/landscape exploration sessions. Best practices or skills building content can be from the perspective of the grantmaker OR community representative (i.e. innovations from a funded or partner organization). However, implications or learnings for grantmakers must be a key component of every session. Please note, this is a competitive process and roughly 10 sessions will be accepted through this process. A select number of session topics (1 or 2) may be elevated to a plenary-level session if they offer creative approaches and discussions of interest to both international and domestic funders

1. **Skills building sessions/workshops** on HIV-related grantmaking or community practices that require some level of technical expertise or address a new or emerging area of practice where there is limited expertise or experience to draw on. Should include interaction and learning opportunities for audience. (Examples: diversifying funding/ accessing government funds, integrating PrEP into prevention work, addressing power dynamics in HIV grantmaking). 1-hour concurrent sessions.
2. **Facilitated discussions or debates** on an issue of relevance to the conference theme featuring a facilitator and expert stakeholders, but no formal presentations. Time for audience interaction is recommended. (Examples: private donor response to declining HIV funding in middle-income countries, how to prepare for setbacks in countries with a history of significant HIV investments). 1-hour concurrent sessions.

We seek sessions focused on both the **U.S. domestic and international epidemics**, as well as crosscutting issues.

ADDITIONAL CONSIDERATIONS & RECOMMENDATIONS:

- Your audience will be comprised of funders and others working in the philanthropic sector
- Intended audience sizes for concurrent sessions will range between 30-80. When designing the interactive portion of your session, please keep the size of the group in mind.
- Panelists/framers/moderators/ etc. need not all be funders. A mix of grantmakers, activists/advocates working in the field, scholars, etc. can bring critical, multi-disciplinary perspectives and expertise. HIV-positive perspectives will be prioritized.

WHO CAN SPONSOR/ORGANIZE A SESSION?

Any funder or philanthropic infrastructure support organization is invited to submit an abstract individually or in concert with others. **FCAA strongly encourages foundations (and affinity groups) to partner with one another on abstracts** to pool their creativity and expertise and share the financial responsibilities of session sponsorship (see below).

LOGISTICAL AND FINANCIAL RESPONSIBILITIES

If the submission is selected for the upcoming Summit, organizers/sponsors are responsible for the logistical arrangements of the session, including:

- Inviting and prepping speakers (including holding at least one conference call with your panel)
- Making arrangements for speakers' travel, lodging, and registration
- Covering all expenses related to organizing the session (e.g. travel and accommodations of speakers; consultant/speakers' fees, etc.). **Please note, FCAA has a limited travel/sponsor budget, and thus, will not be able to help support travel expenses for selected sessions.**
- Informing invited speakers who are not funders – or otherwise not eligible for FCAA membership – of conference policies concerning non-solicitation and attendance. *[Please note that non-funders who are presenting are welcome to stay for and participate in the entire summit, unless specific sessions are designated as “funder-only” spaces.]*

BENEFITS OF SUBMITTING A SESSION

- All session speakers AND one session designer will receive free registration.
- The opportunity to help shape the direction of this year's Summit, and FCAA programming in general.
- Share your work, and that of your grantees, with an audience of 100-150 private and public funders.
- Presenters of sessions not chosen for the Summit may be offered the opportunity to present their topic as part of FCAA's ongoing funder webinar briefings. These sessions will be limited to 90 minutes and scheduled at a mutually convenient time.

FCAA staff is available with support during every part of the process. We encourage you to contact Sarah Hamilton (sarah@fcaaid.org) with any questions on your session concept prior to submission. (Once an abstract is accepted, FCAA staff will participate on prep calls with the panel and work with the organizer to accommodate any session needs that might arise (a/v, handouts, flip chart, etc).

HOW TO SUBMIT AN ABSTRACT

1. Please submit your session via this [Google Form](#) no later than **8 June 2018**. You may also [download and submit a paper form](#) to sarah@fcaaid.org.
2. Abstracts will be reviewed by FCAA staff and program committee members and decisions will be made by **13 July 2018**.
3. If your abstract is selected, FCAA will require you to fill out a session form with a finalized speaker list and refined session description to be used in Summit marketing materials. **Those materials will be due by 31 August 2018**

4. We will also arrange a planning call with the organizers to share the feedback of the advisory committee and discuss additional suggestions and details.