



Session Submission Guidelines

Beginning in 2026, proposals to submit at the Community Violence Intervention Conference will be reviewed through a two-stage process rather than a single submission round. This updated approach is designed to make the process more accessible, reduce the upfront burden on applicants, and facilitate the opportunity for promising ideas to develop into strong, well-structured sessions.

This document outlines the two stages of review and the information requested in each round to help individuals interested in presenting to plan ahead and submit with confidence.

Please read it in full before starting your submission.

Round 1: Concept Submission

Opens: February 10, 2026

Closes: February 24, 2026

Round 1 is a brief concept submission focused on the core idea and intent of your proposed session. A fully developed proposal is **not** required at this stage.

Applicants should be prepared to submit:

- Applicant information (name and organization)
- Proposed title
- Geography served, specific to the proposed session
- Sector (direct service, research, policy, philanthropy)
- Topic area selection(s)
- Short session description (up to 50 words)
- Proposed presentation format
- Lead speaker (one required) and anticipated number of speakers (1–3)
- Link to a professional or organizational website
- Personal or professional goals related to presenting (up to 50 words)

Applicants selected to move forward will be invited to submit a full proposal in Round 2 no later than March 10, 2026.



Round 2: Full Proposal Submission

By Invitation Only

Round 2 requires a fully developed session proposal. Invited applicants will be asked to submit the following details:

- Final session title
- Full session description
- Presentation format (e.g., panel, training, workshop)
- Learning objectives
- Audiovisual needs
- Confirmed speakers (up to three) and speaker roles
- Speaker biographies
- Lead contact information

Round 2 submissions *must* include confirmed speakers and complete content in order to be considered. Final decisions will be sent to the Lead Contact by April 17, 2026.

Important Notes for Applicants

- Round 1 is the first step in a two-part process and does **not** indicate acceptance
- Advancing to Round 2 does **not** guarantee inclusion in the final program
- Incomplete Round 2 submissions will **not** be reviewed
- Applicants should not purchase a conference ticket for themselves unless they receive a final decision email indicating their proposal was not selected this year
- Round 1 decisions will be sent by **March 10, 2026**
- Round 2 decisions will be sent by **April 17, 2026**

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