ARNOVA’s annual conference welcomes participation from researchers in all academic disciplines, and from a range of professional and personal backgrounds – including nonprofit executives and staff, foundation staff, consultants, and policymakers. Graduate students of all backgrounds are particularly welcome.

The Proposal Submission & Review Process

The ARNOVA Conference proposal submission system is on-line:
http://convention2.allacademic.com/one/arnova/arnova16

All proposals must include a narrative description (1000 words or less) of:
1. Problem or issue that will be addressed in a presentation;
2. Topic’s relation to the state of knowledge in the field (including relevant literature);
3. Methodological approach (including analytical strategy and data sources);
4. Contribution to the field your work makes;
5. Bibliographic references.

An abstract (100 words or less) of the narrative description is also required. Please do not include information that would identify you as the author in the text of your proposal.

Proposals must be submitted to one of the tracks delineated at the end of this document.

The Review Process

Proposals will be carefully reviewed by the Track Chairs and rated based on their contribution to the field, the quality of their methods, links to relevant literature, and the degree to which the work under consideration is clearly described. A blind review process will be used for all submissions, except for Colloquia (see below).

Different Types of Presentations

1. Papers – This is a commitment to present a scholarly paper that will be grouped with others on similar topics for that session. Per the information in the confirmation of submission letter Individuals submitting a paper proposal are making a commitment to provide a completed paper to the chair and/or discussant and all presenters in their session via e-mail by November 1. (After accepting our invitation to present, not following through on the commitment will become a determining factor for future consideration to present at the Annual Conference.)
2. **Panels** – Panels composed of 3-4 papers pre-arranged to address a common issue or theme are welcome. Preference will be given to panels where individual contributors represent more than one institution. Proposals for panels must include a narrative description of the panel as a whole, as well as a separate narrative description of each paper. The panel organizer will be assigned as the chair unless a chair is assigned during the submission process.

3. **Colloquium** – A colloquium is a special interactive session that explores a single topic in a different format than traditional panel sessions. A colloquium is usually organized around 3 or 4 presenters offering some prepared comments on, and then discussing, an important issue (e.g., ethics in nonprofit organizations, or new approaches to program evaluation) with reference to a specific set of questions. Colloquia also can be an important opportunity to bring together individuals from different disciplinary backgrounds. Limited colloquies can be accepted. Reviews will be based on rigor, potential for new insights, and relevance to the conference theme.

4. **Poster** – Posters are graphical presentations that are displayed during the second day of the conference (Friday). Poster presenters are expected to be with their poster at the designated presentation time. A well-conceived poster presentation should provide easily comprehensible findings and an effective way to help the viewer focus on elements the author believes are most important. NOTE: This year poster submissions will be accepted between May 16 - June 15.

**How to Submit a Proposal**

As noted above, all proposals must be submitted through the online abstract system (http://convention2.allacademic.com/one/arnova/arnova16). The system displays a Help button, if you have any problems, questions or comments. You can also contact the ARNOVA staff with your question by e-mailing proposals@arnova.org.

The link to the on-line system is found on our website (www.arnova.org) under the button that says “Submit Proposals.” (Note: please check “junk/spam” folder for the e-mail confirming the receipt of your proposals, as it is sent automatically by another system.)

Please review the “Preparation Checklist” also found on the ARNOVA website and included at the end of this document which lists the information you will need to assist you in the submission. Follow the instructions and it will make the process much easier.

*You do not need to be a member of ARNOVA to submit a proposal, but you must be an ARNOVA member to present and attend the conference. All accepted presenters will be expected to join ARNOVA and pay the conference registration fee. Check the ARNOVA website (www.arnova.org) for current membership rates.*
Getting Started

Go to: http://convention2.allacademic.com/one/arnova/arnova16 and log in.

ARNOVA MEMBERS: Please use your ARNOVA membership username and password to login to submit your proposal. If you have forgotten your login or password, please use the reset your password option on the Member Login page on our website (www.arnova.org). Or, contact the ARNOVA office to have your password reset.

EXPIRED MEMBERS: To avoid creating duplicates records in ARNOVA’s database, please DO NOT create a Guest Account. Please log in on our website www.arnova.org to your ARNOVA membership to renew. If you need assistance, please contact the ARNOVA office.

NONMEMBERS: If you are not a member of ARNOVA and do not wish to join at this time, please create a Guest Account to submit your proposal. You can also become a member on our website at any time. Please note: if you join ARNOVA after creating a guest account please use the same email address used to create your account for proposal submission. The Proposal System is updated daily from our database. This will reduce the number of duplicate records and log-in issues.

If you are already in our database as an active member, once you log into the proposal submission system, your name, email address, and affiliation automatically appear in the respective fields for Submitter Information. The submitter must complete the Submitter Contact and Proposal Information sections.

If there are multiple authors or papers you will add the author(s) and/or papers. If the submitter is also an author, be sure to add them as a presenter. To add other people as presenters (authors), chairs or discussants enter the person’s last name in the search box, "Add Other Participants." Select the author's name from the list of search results. (Be sure to scroll down –some lists are long.) Do this for each person you need to add.

If you cannot find the author’s name in the list, then he or she is not in the ARNOVA database. You can create an account for the person by clicking the "Add Unlisted Person" button. Make sure you know the author's correct email address and affiliation before you add a person and be absolutely sure the person's name is not in the list. The system will send the unlisted person an email informing them have had a guest account created for them and will include instructions on how to access their account.

Once you have provided all the required information, click the "Save and Submit" button at the bottom of the form to submit your proposal. A message will appear on your screen confirming your submission with a submission ID number. You also will receive an email confirmation. This is your proof that ARNOVA has received your submission, so keep it as a record. Check your junk mail folder if you do not receive an email confirmation. If your confirmation email was sent to your junk folder, please mark it as not junk so you will receive future notifications regarding your proposal.

❖ The deadline for ALL submissions is noon EST, April 4, 2016 ❖
Critical Points

(1) All proposals submitted for papers and panels will be considered by a blind review. The reviewers will receive those proposals with all identifying author information removed. You are requested to follow the guidelines so as not to include information that would identify you as the author in the text of your proposal. It is extremely important that all proposals follow the guidelines and contain all information as requested.

(2) No individual should plan on presenting more than twice at this conference. You may serve as a chair or discussant in other sessions, but must limit yourself to two presentations. We intend to assure that there is room for as many presentations as possible and to as many people who submit quality work.

(3) You will be notified through email beginning May 16 of the status of your submission. Be sure to provide an email address that you check regularly and will use throughout the process. All correspondence about your submission and the conference will be through the email you use with your submission.

(4) You can edit your submission at any time until the proposal system closes at noon on April 4, 2016. For changes after the system closes you MUST complete the Change Requested form found on the ARNOVA website.

(5) If your proposal is accepted and you agree to present it, you must register for the conference by September 15 to guarantee a place on the program. (For multiple-author paper submissions, at least one author must register.)

(6) The conference begins at 8:00AM, Thursday, November 17, and concludes at Noon, Saturday, November 19. We expect to be able to schedule your presentation whenever we need to in order to meet the complex demands of scheduling so many presentations in a short time frame. Requests for specific days or times for participation are generally not accepted. In the case of religious observances or unusual family circumstances a scheduling request may be sent by email to mkmyers@arnova.org by August 1, 2016. Attempts will be made to accommodate these requests, but we cannot promise to be able to adjust presentation schedules to meet individuals’ needs.

(7) We welcome volunteers and nominations for people to serve as Chairs or Discussants for sessions. You can sign up to serve in this role in the online proposal system at the bottom of the Main Menu page. Chairs will be assigned after all proposals have been accepted and scheduled.
Proposal Submission Tracks

Below are examples of the types of questions that could be considered for each track, but please do not read these suggestions as exclusionary. They are intended only to be illustrative.

- **Conference Track – Nonprofits, Philanthropy, and Government: Policy and Partnerships in an Era of Change**—We invite proposals on a wide variety of issues related to this theme. The size, reach, and scope of the nonprofit and philanthropic sectors have never been greater. In the United States, available data indicate that nonprofit revenues, expenditures, and assets continue to expand. Within philanthropy, foundations have experienced significant growth as well, leading some to declare that the foundation field is in the midst of a second golden era, comparable only to the period when these institutions first achieved legal status. Despite a significant slowdown due to the Great Recession, growth also characterizes the long-term trend in individual giving. Much more than a U.S. phenomenon, efforts to document cross-national trends in nonprofit, philanthropic, and broader civil society initiatives reveal a striking global pattern of increased activity.

What are the origins and the implications of these developments? The conference this year will explore these questions, especially in relation to policy and partnerships with government. Though widely used labels like nongovernmental organization (NGO), the third sector, and the independent sector connote separation from government, the public sector is intimately linked to the nonprofit and philanthropic sectors. Many studies have demonstrated that the growth of civil society and nonprofit organizations in the United States is inextricably linked to the structure and growth of governments in the U.S., from the founding of the colonies to modern times. Especially noticeable in the last few decades, the outsourcing of public services has contributed to the professionalization of nonprofits. Public policy is a more immediate source of exchange, though the direction of influence is not always clear. Public policy defines the regulatory framework for the nonprofit sector, for instance, but nonprofits also influence public policy through lobbying and advocacy.

Partnerships imply direct interaction, and the role of the nonprofit sector in providing public services is well established. Besides interacting with government through formal contracts and grants, many nonprofits have informal ties with public agencies and collaborate through multi-sector networks. Economic conditions and the Federal government’s emphasis on social entrepreneurship and innovation also have led to more formal partnerships between public agencies and nonprofits. These partnerships by no means are limited to public charities. Foundations are establishing partnerships with public agencies to develop social impact bonds and to facilitate other innovations for the public good. Organizations engaging in hybrid, double-bottom-line activity - “doing good” and “making money” - have won new legal status in the form of benefit corporations and L3Cs in many states. What does the future hold for public policy and partnerships in this era of change? Research on the relationship between the nonprofit and public sectors has a long history in the field, and the conference this year will build on this tradition by considering recent changes in this relationship in the U.S. and around the world.

- **Boards & Governance** – What important challenges does the board face today? How are they being met? How are governance models changing? What are the strengths and weaknesses of different models? Are certain board practices associated with certain outcomes?

- **Community & Grassroots Organizations (Secular & Faith-based)** – What is the role of social movements today? How are new technologies changing the way organizing and voluntary action take place? Is the role of faith communities changing in advocating for and meeting human needs?
Accountability, Effectiveness, Evaluation & Program Outcomes – How do nonprofits balance and prioritize accountability to different constituencies? How do we know when nonprofit work is effective? How are evaluation practices and metrics shifting to capture large-scale community change? What kinds of programs are thriving or failing, and why?

Collaboration & Networks – How and why do nonprofits collaborate? With whom? What are some formal and informal types of collaboration in the nonprofit and voluntary sector? What are some tools, methods, and theories to help us understand collaborative activity within and across sectors? Are certain collaborative models more or less effective in achieving different outcomes?

Philanthropy, Fundraising & Giving – How is the concept and practice of philanthropy evolving? How is giving changing? Are donors and fundraisers shifting their behaviors? How? How do the mechanisms of giving operate differently in different contexts?

Innovation & Entrepreneurship – Are nonprofits breaking new ground in their approaches to social change or service delivery? Are new (or hybrid) organizational forms replacing traditional ones? What are the implications of hybrid organizational forms? What is the relationship between traditional nonprofit models and new models of social entrepreneurship?

Management, Leadership & Strategy – How have approaches to management in nonprofit and voluntary organizations changed and what are the implications? Are styles of leadership changing? If so, how so, and why? Are organizations adopting new strategies in response to changed circumstances? How do management and leadership vary across organizational characteristics?

Public Policy, Regulation, & Advocacy – What are the implications of changing sectoral boundaries for nonprofit law? How do issues of policy or law play out in varied national settings, in regional or local settings, and across policy domains? What is the role of the nonprofit sector in advocating for social needs? How are policy and advocacy related to issues of collaboration and entrepreneurship?

Teaching & Education – What is being done to prepare the next generation of nonprofit leaders? Should programs and pedagogy be changing in these times? If so, in what ways?

Voluntarism & Volunteering – How is voluntarism changing in the current environment? What new or additional knowledge, skills, and abilities will be needed by volunteers? What do we know about how organizations deploy volunteers? What contributions do volunteers make to mission accomplishment?
ARNOVA
Preparation Checklist for Proposal Submissions

Why this Checklist? — Submitting your proposal to make a presentation at ARNOVA’s Conference will go much more smoothly and quickly if you have everything you need right at hand. The system will allow you up to an hour to complete your submission, more time than we think anyone would need. But, please note, if you exceed that hour limit, the system will time out, and it has no capacity to save your incomplete work. So, please, take advantage of this list, and assemble the data and documents you will need in advance.

NOTE: Authors will appear in the order they are submitted. All authors and co-authors will appear in the final program.

For **Paper Presentation Proposals** you will need:
1. Your required information as the proposer/author, which includes:
   - □ First & Last Name □ Affiliation □ Phone # □ E-mail Address
2. The same required information for any co-authors
3. The title of the paper (20 word limit). Do not use all capitals or all lower-case.
4. The abstract of the paper (100 words or less)
5. The narrative description (1000 words or less, including references)

For **Panel Presentation Proposals** you will need:
1. Your required information as the panel proposer/organizer, which includes:
   - □ First & Last Name □ Affiliation □ Phone # □ E-mail Address
2. The same required information for all authors (and co-authors) of papers to be included in this panel – you will be entering their paper proposals.
3. The title of the panel (20 word limit). Do not use all capitals or all lower-case.
4. The abstract of the panel (100 words or less)
5. The narrative description of the panel (1000 words or less, including references)
6. Then, for each paper to be part of this panel, including your own (if you are presenting), you will need:
   a. The title of the paper (20 word limit). Do not use all capitals or all lower-case.
   b. The abstract of the paper (100 words or less)
   c. The narrative description (1000 words or less, including references)

NOTE: If you are planning to be part of the panel as a presenter, chair or discussant you must enter your information in that role in addition to being the session organizer. Session organizers are not included in the online or print program.

For **Colloquium Presentation Proposals** you will need:
1. Your required information as the colloquium organizer, which includes:
   - □ First & Last Name □ Affiliation □ Phone # □ E-mail Address
2. The same required information for all presenters to be included in this colloquium.
3. The title of the colloquium (20 word limit). Do not use all capitals or all lower-case.
4. The narrative description of the panel (1000 words or less, including references)

NOTE: If you are planning to be part of the colloquium as a presenter, chair or discussant you must enter your information in that role in addition to being the session organizer. Session organizers are not included in the online or print program.
For **Poster Presentation Proposals** you will need:

1. Your required information as the proposer/author, which includes:
   - □ First & Last Name  □ Affiliation  □ Phone #  □ E-mail Address
2. The same required information for any co-authors
3. The title of the poster (20 word limit). Do not use all capitals or all lower-case.
4. The abstract of the poster (100 words or less)
5. The narrative description (1000 words or less, including references)