Connect to Protect® Tampa Bay and the Florida Consortium of HIV/AIDS Research (FCHAR) are happy to announce an HIV Research and Practice Symposium in February 2015. This meeting represents the second symposium of Connect to Protect® Tampa Bay, and the third annual conference of FCHAR. It will allow for community members, HIV researchers, students and community based organizations to integrate efforts for HIV prevention. Highlights include a participatory poster session, presentation by FCHAR faculty and a keynote speaker. There will also be two workshops: one for those interested in joining future research projects and a community workshop focused on practical strategies to HIV prevention from the community. The event is being held at the Marshall Student Center on the USF Tampa campus, on February 25, 2015 from 8:30am-4:30pm.

CALL FOR ABSTRACTS

We’re looking for you – Your projects. Your methods. Your strategies. HIV is a complex health condition and it takes many different approaches to be able to address the epidemic. You are invited to submit abstracts from your research project, agency, organization or faith group that focus on any part of the HIV prevention spectrum.
ABSTRACT SUBMISSION PROCESS
Abstracts to be considered for presentation at the 2015 HIV Research and Practice Symposium must be submitted on the attached abstract submission form in accordance to the following guidelines. Hand written abstracts are not accepted.

All authors must be listed. (Use additional forms if necessary to list all authors.) Do not send résumés or curriculum vitae. Abstracts should contain a maximum of 300 words. Use font size of 12 point only. No illustrations are permitted within the abstract submission form, but are encouraged on actual posters.

Abstracts must contain the following components in this order:

1. Abstract title
2. Abstract author(s)
3. Primary author’s contact information
4. Abstract category type
5. Abstract narrative:
   a. Background
   b. Methods
   c. Results
   d. Conclusion
   OR
   a. Description
   b. Model(s) used
   c. Expectations
   d. Lessons learned
6. Learning objectives participants will achieve

Abstract submissions must be received by 6:00 PM ET on February 4, 2015. For confirmations via mail, please add confirmation receipts or a self-addressed postcard with appropriate postage. Please submit all abstracts to c2ptampabay@health.usf.edu. Abstracts submitted online will receive an electronic confirmation.
Abstracts that will not be accepted include:

- Faxed abstracts
- Sales pitch for products or services
- Non-relevant to HIV/AIDS prevention, services, or other health related disparities

**ABSTRACT SELECTION PROCESS**

Abstract selection criteria include topic relevance to HIV prevention, treatment or linkage to care, level of interest expected in the proposed session and overall clarity of the abstract. A review panel will make selection recommendations and make final selections.

Notification of abstract status will be emailed to presenters no later than February 11, 2015; however, all submissions should receive a response no later than two weeks post submission. Connect to Protect is unable to provide abstract status by phone. Notification will be sent to the primary author ONLY. Please notify co-authors of the abstract status.

Incomplete abstract submission will not be reviewed or considered. For your convenience, a checklist of abstract submission requirements is provided. If you have any questions about abstract submission, please call (813) 259-8612.

**CHECKLIST OF ABSTRACT SUBMISSION**

This checklist has been provided to ensure that abstract submissions follow the abstract submission guidelines. Please complete this checklist before sending. Please do not mail checklist with abstract submission.

- Abstract is being submitted on the abstract submission form
- Abstract addresses all required components as describe in the guidelines
- Abstract has a maximum of 300 words
- A font the size of 12 points is used (Times New Roman or Arial)
- All co-authors are listed and are aware that their names appear on this abstract
- Abstract is received by Connect to Protect on or before the 6 PM ET on February 4, 2015 deadline
SELECTED ABSTRACTS
Abstracts selected for poster presentation at the 2015 HIV Research and Practice Symposium will be in vertical form. Allowable space is three feet (length) X four feet (height). Keep in mind that this is a forum for researchers and community members, therefore posters should be appropriate for both audiences. If a poster is very scientific, an accompanying lay summary is appropriate for the exhibition.

STUDENT AWARD
This year, a faculty review panel has agreed to adjudicate student abstracts for a student award to be announced during the HIV Research and Practice Symposium. Students are encouraged to submit their research in accordance with the call for abstracts with attention to appropriate audiences.