

Guide to Submitting an Abstract

Step 1: Go to Submission Webpage

Navigate to <u>Call for Abstracts</u> <u>Section</u> of the <u>2025 All-</u> <u>Grantee Meeting Website</u>.





Step 2: Read Instructions

Read and download the Call for Abstracts. Then, click "Submit an Abstract"

Tip: You can begin your submission and make updates until the submission deadline, July 14, 2025.





Step 3: Log In or Create and Account

- Once you select "Submit Proposal" you will see a pop-up box to log into your account. If you have already created an account and you're returning to the proposal, log in to access your saved work.
- If this is your first time submitting, you will need to create an account. Select "Need to create an account?" A form will appear. Fill out the form to create your account.

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Log in to your account		Create your new account
* Email Address		* First Name
* Password		* Last Name
Forgot your password?		* Email Address
Log In		* Password
Need to create an account?		* Confirm Password
Privacy Policy		
		Create Cancel
		Privacy Policy



Step 4: Adding Presenters

Add additional information about yourself and any additional presenters. You may add more than one presenter by clicking the "Add Presenter" button. When you're ready to move to the next page, click "save and continue." If you need to pause your submission and return to it later, you may click "save" and return to it in the future.

Tip: You can add or change presenters later if you aren't sure yet.





2025 MIECHV All-Grantee Meeting

Step 1: Enter the Author/Presenter's Details					
First Nam	ne	MIECHV AGM			
Last Nam	e	Event Staff			
Email Add	dress	agenda@miechvme	eting.org		
*Job Title	2	Job Title is required.			
• Organiz	ation	Organization is required.			
LinkedIn	URL				
Profile im Upload Accepted	nage d File Formats: JPG, I	PNG, GIF			
Biograph	у				
10,000 characters remaining					
Presenter Details Add any additional presenters Add Presenter					
(Cancel	Save	Save & Continue		

Step 5: Enter Submission Details

Answer the questions on the form to complete your submission. For details on the questions and session types, please download and review the "Call for Abstracts" from the website.



Welcome, MIECHV AGM Log Out Home My Submissions My Reviews	
2025 MIECHV All-Grantee Meeting	
Step 2: Enter Your Submission Details	500 characters remaining
Title (100 character maximum) Full description of your presentation (250 word maximum)	Session Length So-minute session 60-minute session 120-minute session Poster session
	 Please select one or more topics for your presentation
	 Select one or more groups your presentation may be of interest to MIECHV Awardee Teams Model Developer Teams
1,700 characters remaining Short description of your presentation (50 words)	ECCS Awardee Teams Evaluators Fiscal and Grants Management Newcomers to the MIECHV Program
	 Would you be willing to have your presentation considered as a different presentation type to the one indicated on this submission (e.g., be expanded or reduced in length or accepted as a different type of presentation) Yes No
350 characters remaining	Provide the name of any additional organizations with which you will be collaborating for the presentation, if applicable.

Presentation Type

- C Lecture/Panel Presentation
- Guided Discussion
- O Workshop/Interactive Presentation

proposed format for your session

If you selected "Other" as the presentation type, please briefly describe the

Cancel

Previous

Save

Save & Continue

- O Poster
- Undecided/Flexible
- O Other

Step 6: Review and Submit

On the final page there will be a detailed summary of all the information you have provided in the form. Review this to ensure that the submission is to your liking. When you are ready click "Submit."

Congratulations! You have submitted an abstract. You can expect to hear back from MIECHV by Wednesday, August 20, 2025.



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20	25 MIECH	V All-Gr	ante	e Mee	ting
Step	3: Review Your Su	bmission			
	Author Details				
	First Name MIECHV AGM		Return to :	submission for	m
l	Last Name Event Staff				
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(Organization author test organization				
I	LinkedIn URL				
1	Profile image				
1	Biography author test biography				
	Co-Author Details	5			
1	Presenter				
1	First Name test presenter 2 first name				
1	Last Name test presenter 2 last name				
1	Email Address testpresenter2@email.com				
L 1	lob Title test presenter 2 title				
	Organization test presenter 2 organization				
I	LinkedIn URL				
1	Profile image				
1	Biography test presenter 2 biography				





Questions about the submission process: <u>agenda@MIECHVmeeting.org</u>

Questions about the MIECHV program: https://www.homevisiting@hrsa.gov

Questions about the MIECHV AGM: info@MIECHVmeeting.org

