

Board Approved:

**SUBJECT: Policy for Speaker Stipend
DIFM Speaker Stipend Application**

**Dietitians in
Integrative and
Functional
Medicine**

a dietetic practice group of the
 Academy of Nutrition
and Dietetics

MISSION

**Empower members to be leaders in integrative and functional
nutrition**

VISION

Optimize health and healing with integrative and functional nutrition

VALUES

**Innovation, Integrity and
Compassion**

The Dietitians in Integrative and Functional Medicine (DIFM) dietetic practice group's Strategic Plan states in

Goal 1: Be recognized leaders in integrative and functional nutrition

Strategy 1: Promote integrative nutrition education and clinical practice

Strategy 2: Prepare and promote leaders from DIFM to Academy governing bodies

Strategy 3: Take proactive positions based on evidence for new or controversial topics

Strategy 4: Communicate the DIFM Strategic Plan to internal and external stakeholders appropriately

Furthermore, as outlined in

GOAL 4: Promote education and research in Integrative and Functional Nutrition

Strategy 1: Educate members

Strategy 2: Educate and collaborate with Academy governing bodies, organizational units, and departments (CDR, ACEND, Council on Future Practice, Center for Professional Development, Evidence Analysis Library)

Strategy 3: Educate nutrition organizations (DPGs, Affiliates, and other non-Academy nutrition Professionals)

Strategy 4: Educate other healthcare professionals, e.g. MDs, NDs, DOs, RNs

Strategy 5: Educate relevant Federal government agencies

Strategy 6: Assist the Center for Professional Development in the development of the Online Certificate of Training Program in Integrative and Functional Nutrition and continue to work toward the approval for recognition as a Board Certified Specialist in Integrative and Functional Nutrition, CSIFN

The strategic plan supports these goals in order to advance the program of work and strategic direction, providing value to our members and enhancing our educational and professional resources.

In order to further be recognized as leaders and promote education across the spectrum of dietetics it is agreed that presentations, participation in educational opportunities and engaging in didactic programs for our colleagues and fellow healthcare professionals by DIFM leaders and members will benefit DIFM and the profession as a whole.

It is DIFM's intention to acknowledge and support those individuals that are actively providing these services that align with the strategic plan to further advance the practice area. Therefore, these individuals will essentially be regarded as DIFM Ambassadors.

POLICY:

Speaker/Presenter Stipends are intended for those invited to speak/present or whose submission has been accepted, but are not limited to, a conference, academic institution, state affiliate, local district, or international dietetic meeting. Speaker stipends are not intended for presentations associated with the Academy of Nutrition and Dietetics' annual Food & Nutrition Conference & Expo (pre-FNCE or FNCE), as the Academy offers its own honorarium.

This application will be differentiated from the **Application for Conference Attendance**, as it is intended specifically for **speaker/presenters** and experts in the field presenting on an integrative and functional medicine topic, simultaneously being able to promote DIFM and further support DIFM's mission and vision within the presentation. These individuals will be regarded as DIFM Ambassadors.

DIFM Speakers will not accept invitations to meetings and events that involve or require endorsement and/or positioning of a commercial product(s) or service(s).

It is expected that whenever possible, expenses of DIFM Speakers who are asked to attend meetings and events at the invitation of other organizations will be reimbursed by that organization. This application may also be completed if the stipend may assist in complimenting any compensation from the requesting organization that may not be sufficient for travel, lodging or time.

In order to share the education, opportunities and relevant topics with all of our DIFM members, **it is a requirement** to provide a review of the presentation(s), in a newsletter article (guidelines and requirements will be provided by our Newsletter Editor), as a blog, webinar, or on a social media platform within two months of the presentation's completion. The DIFM speaker/presenter may also be highlighted on the website. A photo and bio may be requested and should be easily available upon request. The DIFM board also reserves the right to request to preview the presentation to make sure it is aligned with the strategic plan, mission and vision prior to granting the stipend.

Marketing materials, official logo e-files and additional items will be available for the DIFM speaker/presenter to utilize. Coordination of these items will be done with Executive Assistant, in a timely manner prior to the speaker engagement. Materials are to be responsibly distributed and promoted. The DIFM video may be shared with attendees and on individual websites with the completion a WAIVER RELEASE FORM (see website for details or contact our Member Services Chair).

The voting members of the DIFM board will review the application and approve or deny financial support for this engagement. The voting members may also ask key Executive Committee members to review the application if pertinent (such as the Speaker Bureau Chair or other officers) that may objectively contribute to the evaluation process and final decision. If an applicant(s) is a voting member(s), they will be recused from the review and approval process.

Applications may be completed and emailed to DIFM's Executive Assistant at info@integrativerd.org Please submit as early as possible due to the process and time necessary for each evaluation. Please note there are a limited number of applicants accepted per fiscal year (for example June 1, 2017-May 31st 2018).

APPLICATION FOR DIFM SPEAKER STIPEND

Meeting or Event	
Name of Meeting or Event	
Date (Month/Day/Year)	
DIFM Speaker/Presenter	
Name of Sponsoring Organization/Group	
Location	
Describe Topic(s)/Theme of Presentation	
Supporting Background	
Previous Collaborations/Activities /Initiatives	
Goal of DIFM Presenter at event	
Potential Collaboration Opportunities	
Current Key Contact(s)	
Reasons for Attending	
Purpose or Goal of Attending (i.e. expert in practice area, live within proximity, interest in contributing to current topic)	
Benefit to DIFM	
Reason for Attending	<input type="checkbox"/> Self-initiated Invitation <input type="checkbox"/> Poster/Presentation/Demo/Paper accepted in speaker line-up <input type="checkbox"/> Invited/Requested Presenter/Speaker/Moderator <input type="checkbox"/> Other (please explain)

Do you know how many attendees are expected to be at this event?

Additional topics presented/theme, key speakers and event website (if applicable):

Session or topic to be presented to DIFM members as an article, blog or webinar:

Attendee

Additional information or comments that may be beneficial in evaluating this application?

Name:

Date Form Submitted:

Motion and Vote

Motion by:

Motion seconded by:

Voting Officers in favor of:

Voting Officers opposed:

Motion carried/not carried:

Date:
