

2016 Pennsylvania Emergency Management Conference

May 14 – May 18, 2016

CALL FOR PRESENTATIONS

Submission Deadline: January 6, 2016

General Information

The Pennsylvania Emergency Management Agency (PEMA) is accepting proposals for the 2016 Pennsylvania Emergency Management Conference. Presentations that focus on current issues, lessons learned, creative best practices, organizational continuity/resilience and participant interaction are strongly encouraged and will be given preference. Multiple submissions are welcome.

Speaker Submissions

This Conference Speaker Application must be filled out completely to be considered. The deadline to submit a proposal is Tuesday, January 6, 2016.

Speaker Contact Information

Please direct any speaker-related questions to:
Ms. Sandra Silva
Pennsylvania Emergency Management Agency
717-651-2235
RA-RegistrationReq@pa.gov

Session Types

Sessions are 90 minutes in length, and will vary in format, depending on the subject matter.

Selection Process

The conference planning committee and subject matter experts will review all submissions, and select sessions based on relevance, timeliness of content, and instructor qualifications.

Room Setup and Equipment

Rooms will be set up in theater or classroom style. Each room will consist of a laptop, podium, projector and screen. There will be no internet provided, so be sure to download all presentation material to a thumb drive for upload at the conference.

Benefits of Presenting

We appreciate the value that each presenter's expertise, background and experience bring to the conference audience. We offer the following benefits to selected speakers:

- Complimentary conference registration for each speaker or co-presenter
- Complimentary conference bag and materials

**Complimentary conference registrations are provided to speaker and co-presenters. This complimentary*

registration is non-transferrable and applies to speakers and co-presenters only.

Submission Instructions

- Submissions will be submitted via e-mail by clicking the submit button. Faxed or mailed forms will NOT be accepted. A separate form must be submitted for each presentation.
- Submission of a proposal does not guarantee participation. All submitted proposers will be contacted and advised of their status.
- If a particular day is not suitable, please be sure to note this on the form.
- Speakers will be provided with complimentary lodging and transportation as required, and are invited to participate in all meals provided during the conference. No additional fees or reimbursements will be provided unless advance arrangements are made with the conference coordinator or their agent.
- Individuals must complete the submission process in its entirety. Incomplete submissions will not be accepted.
- If selected, all presenters agree to the following:
 - Deliver presentation(s) at dates and times assigned;
 - Grant permission to be photographed or digitally captured during the conference;
 - Grant permission for PEMA to post slideshow presentation online in PDF format at the conclusion of the conference. (Surrender copy).
- If the submission is selected, the conference committee reserves the right to revise program titles and edit the program summary for promotional materials associated with the conference.

Non-Commercial Nature of Sessions Policy

Speakers must refrain from the use of brand names or specific product endorsements in their presentations. Under no circumstances are presentations to be used as a place for direct promotion of a speaker's product. Please check the box at the bottom of the form to confirm that you have read, understand, and accept the terms and conditions before completing the application.

CALL FOR PRESENTATION

2016 Pennsylvania Emergency Management Conference Call for Presentations Form

SESSION TITLE:	
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SESSION DESCRIPTION:	
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LEARNING OBJECTIVES:	1.
	2.
	3.

SESSION TOPIC:	
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PRESENTER CONTACT INFORMATION	Name		
	Organization		
	Title		
	Address		
	City, State, and ZIP		
	E-mail	Phone	

BIOGRAPHY:	
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		NAME	E-MAIL	PHONE
CO-PRESENTERS	1.			
	2.			
	3.			
	4.			

Will the presenter require travel reimbursement?	YES	NO
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May we post your presentation on the PEMA website after the conference?	YES	NO
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By clicking the SUBMIT button I agree I have read, understand, and accept the terms and conditions of this application.	
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