

The Utility Management Conference™

AWWA | WEF

February 25 – 28, 2020
Anaheim, California



Thinking about Submitting a Workshop, Session, or Utility Leader Forum Proposal for the 2020 Conference?

Submittal Deadline: June 27, 2019

As a proposal coordinator, WEF asks that a proposal be completed and submitted for review through the online submittal site, Attendee Interactive (AI). The Conference Planning Committee will review all submittals and announce accepted proposals at the same time as the final technical program in September.

What makes a workshop different from a session?

Pre-conference workshops are additional add-on programs available for conference registrants. These intensive programs offer the opportunity to learn about a specific topic in an in-depth, hands-on format. These programs follow strict guidelines so that the highest level of education credits (CEUs) can be awarded for all WEF workshops, as compared to sessions which offer PDH credits.

What is a Utility Leader Forum (ULF)?

A ULF is composed of a group of utility leaders and an active facilitator discussing a set topic. Each leader will give a very brief introduction followed by a lengthy question and answer session with facilitator and audience.

For complete proposals, WEF requires information on the following items:

- ❖ **Workshop/Session/ULF Title**
- ❖ **Program Duration**
 - Workshops may select a full (8:30am-5pm) or half day (8:30am-12pm/1:30-5pm) program.
 - Session and ULF proposals should be 1.5 hours in length.
- ❖ **Contact Information for Proposal Coordinator**
- ❖ **Contact Information for Each Presenter**
- ❖ **Proposal Description**
- ❖ **Three Learning Objectives**
- ❖ **Description of All Hands-on and/or Interactive Components (workshops only)**
- ❖ **Agenda**
(including breaks from 10-10:30am, noon-1:30pm (lunch) and 3-3:30pm.)
- ❖ **Target Audience**
(a suggested list will be provided)
- ❖ **Preferences for Room Layout, Attendance, and More**

All proposals must be submitted via the online submittal system by June 27, 2019.

Visit www.wef.org/UtilityManagement for more information.

Questions? Please contact WEF Education and Training at UMC2020@wef.org or 703.684.2400 x7450