**CALL FOR PRESENTATIONS**

Deadline to Submit - March 24, 2017

**The Florida Main Street 2017 Annual Conference…** offers leaders in commercial district revitalization a unique opportunity to share their successful and innovative solutions with a statewide network of volunteer and professionals.

**The audience...** will include a mix of new and experienced Main Street Executive Directors, board members, architects, planners, public officials, volunteers, and consultants from across Florida and beyond. Selected presentations will directly address new ideas and opportunities for each group.

**This year’s theme...** “RESILIENCY”

**A broad range of topics...** will be presented. Topics in downtown revitalization, urban planning, organizational development, image and promotion, historic preservation, real estate development, marketing, economic development, retail trends and development, or any other topic related to commercial district revitalization. Sessions highlighting resiliency such as, disasters, fundraising, executive director turnover, long term sustainability, as well as other subjects: innovative solutions to common challenges, ways to motivate staff, board members and volunteers, keys to operating successful programs, etc.

**Educational session formats...** will include 75-minute educational sessions, 45-minute crash course sessions, and a three-hour deep dive session. Sessions must be non-commercial in nature. Promotion of your company or product during an educational session will not be permitted.

**Benefits of presenting...** Gain visibility among industry professionals, and increase your role as a leader in your profession.

**Submit a proposal...** by completing the attached and emailing it to floridamainstreet@dos.myflorida.com. We will evaluate the proposals for relevance to our attendees, educational value, and qualifications of the speakers.

**Evaluation Criteria...** Evaluation criteria include: 1) Clarity, quality and organization of ideas;

2) Speaker's experience/knowledge of subject; 3) Concepts - useful, practical, and visionary;

4) Timeliness/relevance of topic; 5) Opportunity to contribute to a well-balanced program;

6) Completion of all requested information.

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**Terms and Conditions**

* All presenters must agree to the terms and conditions for participation.
* Submissions must be submitted electronically via email or Dropbox by March 24, 2015
* Session submitter will serve as primary contact for proposed session and must have a valid email address that is checked regularly.
* Florida Main Street and/or Conference Committee does not reimburse expenses or pay speaker fees for educational sessions.
* Presenters are offered a reduced registration fee for the three-day conference or complimentary day-only registration for the day of their session.
* For all accepted submissions, Florida Main Street reserves the right to edit title and description.
* Educational sessions are non-commercial. Presenters may not promote a product, service, or anything else representing monetary self-interest. Failure to comply will affect future consideration.
* The schedule is determined by balancing topics and target audiences. Individual schedule requests are considered only in extreme circumstances.
* Co-presenter(s) must agree to all terms and conditions for participation
* Submitter is responsible for communicating with co-presenter(s) regarding acceptance, rejection, deadlines, and all other session details.

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**Guidelines for Submitting Proposal**

Proposals **MUST** include the following items:

1. **Session Title.** Titles should be short and relatively simple.
2. **Session Description.** Provide a brief (60 word max.) summary for publication in the conference program. Explain why people should attend and describe what they will learn.
3. **Session Speaker.** List the name, title, organization, mailing address, cell/work phone, and

name of each proposed speaker.

1. **Learning Objectives.** List two learning objectives for your session.
2. **Session Format**. Indicate whether you envision/prefer a 75 or 45-minute session or a 3-hour deep dive.
3. **Speaker Bio.**  Attach a brief bio (60 word max).
4. **Outline of Presentation.**  Attach a one page or less outline of what you will share with the audience.
5. **Signature and Date**. Proposal for Presentation is not valid without electronic signature and date.

**Submit via email to** **floridamainstreet@dos.myflorida.com** **Deadline is March 24, 2017**

**Questions or additional information may be obtained from:**

**Florida Main Street, Division of Historical Resources, R.A Gray Building, 4th Floor,**

 **500 S. Bronough Street, Tallahassee, FL 32399-0250 850-245-6346 or Katherina.paliwoda@dos.myflorida.com Website: FloridaMainStreet.com**

**CALL FOR PRESENTATIONS**

**Proposal for Presentation Form**

**Deadline to Submit: March 24, 2017**

**All fields required to be completed**

Title of

Presentation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Session Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(Limit to 60 words)**

Speaker’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Speaker’s Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Learning Objectives**: After my 1.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

session attendees will be able to:

 2.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Please attach an outline of the presentation (less than one page)
* Please attach a brief bio (60 words max) and a list of speaking engagements

**AV Equipment (check all that apply)**

\_\_\_\_\_ PowerPoint

\_\_\_\_\_ Wi-Fi

\_\_\_\_\_ Other – Please specify

If selected I agree to speak at the 2017 Florida Main Street Annual Conference August 14 – 16, 2017 in Fernandina Beach, Florida

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Submitter’s signature* Date

**Required attachments:**

* Outline of the presentation
* Brief bio (60 words max) and list of speaking engagements

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