



Submission Guidelines and Resources

Key Dates

Deadline for abstract submission: January 24, 2022

Acceptance notifications will be sent the week of February 14, 2022

Draft Session Presentations due in PowerPoint format: April 28, 2022

FINAL Session Presentations due in PPT format: May 5, 2022

JETC takes place May 10 – May 12, 2022 | Aurora, CO

Submission Guidelines

IMPORTANT! We suggest you first develop and save your submission proposal in Word then copy and paste the information into the appropriate sections in the online form. The online form does not have spell check so editing your submission in advance ensures greater accuracy.

NOTE: Presentations must offer professionally relevant topics and avoid marketing any particular product, person or business service. All sessions are intended to provide professional development and, therefore, attendees receive Professional Development Hour credits. The National Council of Examiners for Engineering and Surveying (NCEES) defines a PDH presentation as a professionally relevant instruction or presentation. Sessions can be individual presentations, moderated panel discussions, moderated roundtable discussions, or case studies.

Submission Instructions & Important Tips for Completing the CFP

- All speakers must accept the *Content Speaker Agreement* terms and conditions at time of submission
- Create a session title that captures the essence of your session in ten (10) words or less
- A 200-400-word description of the session content – the description should “sell” your session to the reviewers – be concise about the value to the audience
- A 50-word summary of the session to be used in conference promotional materials –this brief summary should tell people exactly what they’ll get out of your session! Make it catchy so people want to attend.
- Four (4) learning objectives are required – this is the list of the knowledge the participants will leave the session with
- A 100 to 150-word biography of the presenter or each panelist is needed
- Presenter(s) qualifications on the subject matter – what makes this person the one who should be chosen to speak on this topic
- If applicable, other conferences where this information has been presented, including references
- Co-presenters must be identified by name (do not just say “representative from USACE”) and included in the abstract submission along with their contact information.

PLEASE NOTE: Upon acceptance, we may modify the session title and description to match our writing style and format for promotional materials, the website and program guide.

Please submit no more than two (2) presentation proposals.



FOCUS AREAS

Educational sessions will be organized into focused topic areas. Each topic's sub-set clearly defines the type of presentation proposals desired. Be sure to indicate your targeted audience (beginner, intermediate level, advanced) as well. A session could be a stand-alone topic or grouped together with other topics for a broader session. All sessions are one (1) hour in length, including time for Q&A.

Architecture, Engineering & Construction

- Architectural/Engineering/Construction Technical Topics
- Technology Advances
- Design Excellence

Business Development & Marketing

- Business Development Tactics
- Sales
- Marketing
- Proposal Writing

Energy & Sustainability

- Alternative Delivery, Community Partnering and Contributions to Mission Assurance (P3, EUL, ESPC, Legal/Financial, Energy as a Service, OTA, other financing strategies)
- Carbon Management and Climate Change Adaptation
- Data Systems, Artificial Intelligence, and Cyber Security in Energy Management
- Managing Water for Sustainability and Resilience
- Electrification - Challenges and Opportunities for Military Bases

Environmental

- PFAS: Education, Policy implementation, and Site Investigation & Remediations Strategies
- Climate Change: Impacts to Site Natural Resources & Restoration Programs
- Complex Restoration Sites: Technologies & Site Closure Strategies
- NEPA

Facility Management

- Asset Management Strategies
- SRM (Sustainment, Restoration, and Modernization) Procurement & Execution
- Geospatial & Technology Innovation

Joint Engineering

- Current Trends in Overseas Contingency Basing - "US Forces Basing in/on Allied Military Bases"
- Integrating Industry Support into Military Recovery and Reconstruction Missions Post Natural Disaster
- Augmentation Contracts (LOGCAP, AFCAP, etc.) in Providing Contingency Engineering Support to Combat Operations and Natural Disaster Response
- Integrating Interagency Efforts and Objectives with Military Engineering Plans and Operations
- Role of Geo-Spatial Information and Technology in Combat Engineering Operations and Joint-Engineering Planning
- Engineer Support to Emerging Innovation in Warfighting Doctrine, Operations and Tactics



- Adequacy of Joint Engineer Staffs to Engage in the Joint Planning Process in Terms of Size, Organization, and Skills

Leadership

- Management & Operations
- Leadership Skills & Development
- Strategic Thinking
- Personal Development
- Ethics
- Career Planning
- The New Virtual Workforce

Resilience

- Cyber Resilience
- Physical Infrastructure Resilience
- Community & Regional Resilience

Abstract Evaluations and Notification Process

Abstracts are evaluated using a peer review process. Each abstract will be evaluated by a panel of SAME National Community of Interest (COI) members and Subject Matter Experts from SAME, USACE, NAVFAC, USAF, USGC, and USPHS using the following criteria: quality of abstract, accuracy, overall quality of writing, references, and relevance of the subject to the focus areas.

The review process takes four weeks to complete. Notifications of acceptance for the SAME 2022 Joint Engineer Training Conference will be sent the week of February 14, 2022.

Registration

All speakers must register for the conference. Your speaker registration is complimentary and includes access to all sessions live or via recording.

NOTE: Any government speaker who submits an abstract is responsible for his/her own approval to participate and is assumed to have received that confirmation prior to submitting. SAME cannot be the advocate to work your approval, however, we will inform the Service which speakers have been chosen.

Registration and Travel Info

If attending only on the day of the speaking engagement, registration is complimentary. Full conference registration is offered to government speakers at a rate of \$145 for members and \$151 for non-members; to industry speakers, local industry, or those staying in the official room block at a discounted rate of \$450 for members and \$551 for non-members. Both Public and Private Industry are responsible for all related travel costs.

NOTE: Any government speaker who submits an abstract is responsible for his/her own approval to attend and is assumed to have received that confirmation prior to submitting. SAME cannot



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Conference Information and Questions

The JETC Call for Presentations is managed and executed by the Society of American Military Engineers (SAME). For conference details such as the schedule at a glance, registration fees, exhibiting and sponsorship opportunities, please refer to the conference website at www.samejetc.org.

If you have any questions or need assistance, please contact us at sessions@same.org.

Thank you for your willingness to share your time and expertise!