



# Submission Guidelines and Resources

## Key Dates

**Deadline** for abstract submissions: January 4, 2024

Acceptance notifications will be sent on/about February 1, 2024

**FINAL** Session Presentations due in PPT format: May 9, 2024

## 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 specific 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 – action-oriented objectives the participants will gain by attending the session. Learning objectives should not be written as questions.
- A 100- to 150-word biography of each presenter 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.
- **NEW THIS YEAR (Recommended):** A video link with proof of performance and explanation for the basis of your abstract.
- **NEW THIS YEAR:** You will be asked if we can consider your abstract for the Micro Session Theater if not chosen for an education session. The Micro Session Theater will be in the Exhibit Hall and features 20-minute presentations.

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

**Please submit no more than two (2) abstracts.**



## **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**

- Architectural Technical Topics
- Technology Advances
- Design Excellence

### **Business Development & Marketing**

- Business Development Tactics
- Sales
- Marketing
- Proposal Writing
- Relationship Building
- Brand Development
- Corporate Strategic Planning
- Mergers & Acquisition

### **Energy & Sustainability**

- Electrification: Strategies for getting to 100% Carbon Pollution-Free Electricity by 2030
- Infrastructure supporting Zero-Emissions Vehicle Fleets: Challenges, Solutions, and Best Practices
- Passive Systems to Achieve Net-Zero Emissions Buildings: Materials, Water, Energy and Operations Strategies.
- Net-Zero Emissions Procurement: Lessons learned and best practices
- Climate Resilient Infrastructure and Operations: Vulnerability and Risk Assessments, and Modernization (including GEBs (Grid-Interactive Efficient Buildings) and SMART and Cybersecure Building and Infrastructure Monitoring)
- Addressing Annual Sustainability Reporting Requirements: Frameworks, Tools, and Best Practices
- Challenges with electrification
- Alternative generation resources including modular nuclear
- Grid impacts on federal facilities
- How to fund the new electric landscape
- Beyond the 14-day resilience standard
- Next generation technology beyond 2030

### **Engineering & Construction**

- Examples where digital tools and advanced technology made the difference
- Applications of AI in the engineering and construction process
- Professional and trade workforce challenge solutions
- Alternative Delivery Methods Success Stories
- Project Risk Management – understanding and sharing risk
- Recent Contingency Construction Challenges and Solutions
- Construction Law, JVs, Teaming Agreements
- Facility-related control system commissioning standards and practices



### Environmental

- PFAS: Education, Policy implementation, and Remediations Strategies
- Climate Change: Impacts to Site Natural and Cultural Resources & Restoration Programs
- Complex Restoration Sites: Technologies & Site Closure Strategies
- Improving Service Response to emergent contaminants: Policy, Lessons Learned from PFAS, Tracking, and site surveys.
- NEPA

### Facility & Infrastructure Asset Management

- Asset Management Strategies
- Facility SRM (Sustainment, Restoration, and Modernization) Procurement & Execution
- Effective Asset Management within Housing, Real Estate, and P3s
- Geospatial & Technology Innovation
- Data-driven Decision Making and AI-Assisted Analysis
- Development of a facility-related control system sustainment model
- Optimizing Facility investments across the DoD Portfolio: Data-driven Decision Making and Asset Management Strategies.
- Facility Operations

### Joint Engineering

- Engineering support to Theater Shaping Operations “Beyond the base”
- 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

- Leadership Skills & Development
- Strategic Thinking
- Ethics
- Effective Communication & Feedback

### Resilience

- Cyber Resilience for the 21<sup>st</sup> Century and Beyond
- Climate Change Impacts on the Built Environment
- Impacts of Artificial Intelligence, Virtual Reality and Metaverse, and other advanced technologies on Infrastructure Design
- Nexis between Climate Science and Engineering for Infrastructure
- Update on the Vision of the “Installation of the Future”



### **Proof of Performance (Recommended)**

We are requesting proof of performance for all speakers. In addition to proof of presenters' skills, we would like to see an explanation for the basis of your abstract. The link(s) **should** be accessible to SAME and abstract reviewers through January 30, 2024. Although a video is not required for your abstract submission, we highly recommend providing one so our reviewers can get a full picture of your proposed session.

Recommended forms of proof of presentation:

- Link to video of proposed speaker presenting to a live audience (preferred).
- Link to video of speaker presenting via webinar or other format.
- Compilation video of speakers and abstract explanation.

### **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 2024 Joint Engineer Training Conference will be sent the week of January 29, 2024.

### **Registration and Travel Info**

If attending only on the day of the speaking engagement, registration is complimentary. Full conference registration rates will be available in early 2024. 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 be the advocate to work your approval, however, we will inform the Service which speakers have been chosen.

### **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](http://www.samejetc.org).

**If you have any questions or need assistance, please contact us at [sessions@same.org](mailto:sessions@same.org).**

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