



## Submission Guidelines and Resources

### Key Dates

**Deadline** for abstract submissions: January 8, 2025

Acceptance notifications will be sent on/about February 3, 2025

**FINAL** Session Presentations due in PPT format: May 8, 2025

**JETC** takes place May 13-15, 2025, | Louisville, KY

*Please note, this Call for Presentations is not for a General Session and SAME does not provide compensation for speakers selected through this process. Speakers attending JETC on the day of their session will ONLY be provided with a complimentary one-day registration. Speakers attending JETC for a total of two or more days will need to purchase a Speaker Full Conference Registration at a reduced rate.*

### Submission Guidelines

IMPORTANT! We suggest you 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

- The abstract author (submitter) must accept the *Content Speaker Agreement* terms and conditions at time of submission. It is expected that co-presenters will accept the Speaker Agreement if the abstract is accepted.
- 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 summary should tell people exactly what they will 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.
- Some sessions may be eligible for AIA LU or HSW credit. This credit is necessary for our architecture attendees. *Please see the CFP Sample document for additional information on whether your session may meet credits for AIA LU or AIA HSW designation.*
- A 300-word (max) 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



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the abstract submission along with their contact information and bios.

- Can we 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.
- Highly Recommended: A 1–2-minute video (via link) explaining the basis of your abstract.

**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.**

## Tracks

Educational sessions will be organized into tracks. Each track's sub-set identifies topics that are relevant to the JETC audience. Be sure to indicate your targeted audience (beginner, intermediate, 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 – Possible Topics**

- **Architectural Technical Topics**: Key technical aspects of architecture
- **Technology Advances**: Innovations in architectural technology
- **Design Excellence**: Achieving high standards in design
- **Practicing Architecture Overseas**: Challenges and opportunities OCONUS
- **AI in Design**: Abilities and limitations for design solutions
- **Resiliency in Design**: Lessons learned and best practices for vertical design solutions
- **Future-Proof Design**: Lessons learned and best practices for future installations
- **Sustainable Solutions**: Integrating sustainability in vertical design
- **Integrated Design**: Benefits and challenges of alternative delivery methods

### **Cyber Security- Possible Topics**

- **Cybersecurity Workforce Development**: Building a well-rounded team for protection and compliance
- **Cybersecurity and Infrastructure**: Embedding cybersecurity into the design and development of critical infrastructure; architectures for operational and energy security
- **Facility Related Control System Design**: Progress of including cyber in design (UFC 4-010-06)
- **Securing Smart Cities on Military Bases**: Protecting interconnected systems such as IoT devices, networks, and data
- **Lessons Learned from Cybersecurity in Military Engineering Projects**: Breach case studies, mitigation, compliance
- **Risk Management Framework**: How it affects design and construction on military bases
- **Disaster Recovery**: Ensuring continuity of operations, cyber risks to emergency systems, and strengthening communication systems against cyber threats

### **Energy & Sustainability – Possible Topics**

- **Electrification**: Strategies for 100% carbon-free electricity by 2030
- **Zero-Emissions Vehicle Fleets**: Infrastructure challenges and solutions
- **Net-Zero Emissions Buildings**: Passive systems for materials, water, energy, and operations
- **Net-Zero Procurement**: Lessons learned and best practices
- **Climate Resilient Infrastructure**: Vulnerability, risk assessments, and modernization
- **Sustainability Reporting**: Frameworks, tools, metrics and best practices
- **Electrification Challenges**: Addressing issues with electrification



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- **Alternative Generation:** Including modular nuclear and micro-grid approaches
- **Grid Impacts:** Effects on federal facilities
- **Partnering for Energy Security:** Lessons learned and best practices on public-private ventures
- **Funding:** How to fund tomorrow's energy landscape
- **Resilience Standard:** Beyond the 14-day resilience standard
- **Next-Gen Tech:** Technology beyond 2030

## Engineering & Construction – Possible Topics

- **Digital Tools and Advanced Technology:** Innovations in the field
- **Applications of AI:** In the engineering and construction process
- **Workforce Challenges:** Solutions for professional and trade workforce issues
- **Alternative Delivery Methods:** Success stories
- **Project Risk Management:** Understanding and sharing risk
- **Contingency Construction:** Challenges and solutions
- **Construction Law:** JVs, teaming agreements
- **Creating a Collaborative Culture:** Fostering communication and commitment to project success

## Environmental – Possible Topics

- **Remedy Resilience, Sustainability, and Environmental Justice:** Addressing environmental challenges
- **Advanced Site Investigation Techniques:** Innovative methods for site analysis
- **Lessons Learned in DOD Environmental Projects:** Insights from past projects
- **PFAS Remediation and Mitigation Strategies:** Approaches to handle PFAS contamination

## Facility & Infrastructure Asset Management – Possible Topics

- **Facility SRM (Sustainment, Restoration, and Modernization):** Procurement and execution
- **Effective Asset Management:** Within real property, space management, and P3s
- **Geospatial and Technology Innovations:** New advancements in the field
- **Sustainment Management System (SMS):** Innovative applications
- **Data-Driven Decision Making:** Management strategies and AI-assisted analysis
- **Facility Control System Sustainment Modeling:** Facility-related digital modelling
- **Facility Operations:** Day-to-day operations and workforce development

## Leadership – Possible Topics

- **Building & Leading Successful Teams:** Assembling the right team to address challenges
- **Collaboration & Conflict Resolution:** Quickly working together and resolving issues
- **Strategic Thinking:** Keeping an eye on the horizon and looking ahead
- **Effective Communication & Feedback:** How and when to communicate with those around you
- **Ethics:** Leading with integrity in challenging situations

## Resilience – Possible Topics

- **Resilience Investments:** In critical and defense community infrastructure
- **Coastal Hazards:** Challenges and best practices
- **Extreme Weather Impacts:** On the built environment
- **Advanced Technologies:** AI, VR, Metaverse in infrastructure design
- **Data Tools and Policies:** Supporting enhanced planning and design
- **Future Federal Facility Innovation:** Latest approaches
- **Cyber Resilience:** Challenges facing the defense industrial base and the nation

## Warfighter Engineering – Possible Topics

- **Theater Shaping:** Engineering support beyond the base
- **Industry Recovery:** Integrating industry support into military recovery



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- **Augmentation Contracts:** Contingency engineering support
- **Interagency Integration:** Integrating efforts with military engineering
- **Geo-Spatial Tech:** Role in combat engineering
- **Warfighting Innovation:** Engineer support to emerging innovations
- **Joint Engineer Staffs:** Adequacy for joint planning
- **Combined Contingency Construction Teams:** Integrating military engineers with civilian contractors

## Video (Highly Recommended, will be Required in 2026)

We would like to see a 1–2-minute recorded explanation for the basis of your abstract. The reviewers have found that this additional information has assisted them in reviewing the abstracts. The video link **should** be accessible to SAME and abstract reviewers through January 31, 2025.

YouTube has been the preferred platform for viewing videos as it does not require passwords or have other types of access restrictions. Authors can easily remove the videos after the review process ends.

## Abstract Evaluations and Notification Process

Abstracts are evaluated using a peer review process. Each abstract will be evaluated by a panel of SAME Community of Interest (COI) members using the following criteria: quality of abstract, completeness, relevance to the A/E/C industry, competence of speakers, and level of interest to the JETC audience.

The review process takes several weeks to complete. Notifications of acceptance for the SAME 2025 Joint Engineer Training Conference will be sent the week of February 3, 2025.

## Registration and Travel Info

If attending only on the day of the speaking engagement, registration is complimentary. Full conference registration information is available on the JETC website. Both government/military 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 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!**