



CALL FOR PRESENTATIONS/PAPERS

2016 Joint PA-AWWA – PWEA – PMAA Pennsylvania Utility Management Summit

November 14-15, 2016

Penn Stater Conference Center – State College, PA

SUBMISSION DEADLINE: June 24, 2016

Attention individuals desiring to present at the inaugural Joint PA-AWWA – PWEA – PMAA Pennsylvania Utility Management Summit: We are looking for topics on managing utilities – the presentation **must** relate to both water and wastewater utilities. The following management topics will be considered – in order of preference:

- Utility Asset Management (most preferred)
- Financial Management
- Personnel Management
- General Administration

Presentations will be limited to 30 minutes total each. Presentations with the greatest potential interest will be selected. Our intended audience is wide – including Utility Managers, Operators and Maintenance Personnel, Financial and Administrative Personnel, Consultants and Engineers. Criteria for selection of a presentation will include the following:

- Originality and Creativity
- Significance, Relevance, and Transferability
- Audience Range
- Technical Content
- Quality of Abstract
- Real Life Experience

We are looking for quality presentations from practitioners or academics, from municipal or private managers to engineers and consultants. Please submit on the attached form by the following deadline.

- **Submissions must be received by June 24, 2016** – email to info@municipalauthorities.org.
- Notification will be issued to submitters of chosen papers by July 22, 2016
- **Electronic format** of presentations must be received by October 21, 2016

Submissions must include:

- 1) A completed copy of the submission form on the next page.
- 2) A speaker bio, and
- 3) A brief highlight or abstract of the presentation (200 words or less).

Submissions should be emailed to info@municipalauthorities.org.

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Pennsylvania Utility Management Summit**

Presentation Submission Form

A completed copy of this form must be the title page of your submission. All requested information is required.

Title of Presentation/Paper: _____

Total Length of Presentation (in minutes): 30

Name of Speaker: _____

Speaker's Bio: **Must be included as an attachment.**

Any Co-authors (if different from Speaker): _____

Speaker's Organization: _____

Mailing Address: _____

City/State/Zip Code: _____

Phone: _____ Fax: _____

Email Address: _____

Must be included as an attachment: Brief highlight or abstract of presentation (200 words or less)

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Highlight / Abstract (200 words or less)

Title: _____

Presenter: _____

Summary:

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Notes and Tips on Preparing Submissions

There is no limit to the number of abstracts that may be submitted by an individual, company, organization, or institution. However, in order to provide a valuable educational experience for attendees, the Program Committee will work to limit the number of presentations by a single company or organization. Membership in any of the sponsoring organizations is not a requirement to present.

Speakers are responsible for all of their own transportation, lodging and travel related expenses. Complimentary registration will be offered to one presenter for each session. Please note that only one Primary Presenter for each topic will be published in the Registration Brochure and in the On-Site Program.

Remember to submit the speaker bio and abstract. Abstracts should be a maximum of 200 words. Up to three additional pages of supporting tables and graphics may be included. Abstracts that fail to meet the minimum requirements will be given consideration after other submissions. Abstracts must clearly define the objectives, status, methodology, findings, and significance of the investigation, study, or topic. The Primary Presenter indicated on the Abstract Submittal Form will be notified of acceptance or rejection by July 22, 2016.

If your submission is selected, you must send an electronic copy of the presentation to info@municipalauthorities.org no later than October 21, 2016.

CRITERIA FOR SELECTION:

1. **Significance, Relevance, and Transferability:** The abstract should present ideas, concepts or lessons learned that are transferable and usable at other facilities and situations. Actual benefits and applications should be reported. Does the method described save time or money or increase effectiveness? Is system management or operations more efficient or effective? Is this a specific finding or of more general application?
2. **Originality and Creativity:** The topic should present breakthrough ideas and methods, new concepts, novel applications of concepts, original ideas, new twists, hot topics, or application of fundamental techniques to today's problems.
3. **Audience Range:** The topic should appeal to a broad range of audience.
4. **Technical Content:** The objectives and scope of the project should be stated. The conditions under which the data were obtained and the general procedures/methodology used should be presented. The abstract should address the consequences of the issue or project presented. The consequences, both intended and unintended, could include environmental, economic, and social impacts.
5. **Quality of Abstract:** Authors should prepare clear, concise abstracts that follow the requirements. The quality and content of the abstract are considered indicative of the final technical presentation.
6. **Real Life Experience:** The abstract should establish that the project or case study is well-developed and should present data or results to support the hypothesis or principle being demonstrated. Data should have been subjected, at a minimum, to preliminary analysis. Abstracts showing concrete results with practical applications are more likely to be accepted.