

We are looking for engaging, timely, and relevant sessions on a wide range of topics, including practice, accessibility, community, sustainability, adaptive reuse, historic preservation, and more. Interactive presentations are highly encouraged, as are panel presentations that qualify for HSW credit.

Email the completed application form to: msustaeta@lrgvaia.org

Presenter's Name(s)	Organization Name		
Address	City	ST	Zip
Telephone	Email		
Program Title			
Program Length	☐ 60 minutes ☐ 90 minutes		

TOPICS: Check one	☐ Codes & Regulations ☐ Programming & Analysis ☐ Construction & Evaluation ☐ Project Planning & Design ☐ Master Planning ☐ Project Management ☐ Practice Management ☐ Project Planning & Documentation ☐ General Information Modeling		
BENEFITS:	- Earn valuable AIA/CES credits for presentation. - Enhance your credibility among building & operations industry professionals. - Share knowledge to advance sustainability through successful case studies		
SPEAKER REQUIREMENTS:	- Incorporate visuals/handouts. - Allow for discussion and interaction. - Provide financial model used for project/program		
AIA/CES CONDITIONS:	- Program attendees are eligible for AIA/CES credits. - Presentation must comply with AIA/CES guidelines. - Program format: 60 minutes		
EXPENSES:	All travel and accommodations shall be the responsibility of the presenters or their sponsors.		
AUDIENCE:	☐ Architects ☐ Interior Designers ☐ Educational Facility Managers ☐ Engineers ☐ City Officials ☐ Landscape Architects ☐ Faculty /Researchers ☐ Planners ☐ Interns and Associates		

ABOUT THIS COURSE: Briefly describe your proposed program. If the program is accepted, this text will be published in the program booklet – it should **SELL** the presentation in 100 words or less. Describe precisely what the session will be.

Description (100 words or less):

List four (4) learning objectives or outcomes for the session’s participants. What will participants be able to do as a result of their participation? It is suggested you make your objectives action-oriented: for example, “Participants will diagram, list, analyze, develop, etc.” or, “Participants will be able to identify, calculate, apply, etc.” (Submittals without four clear learning objectives will not be considered). For HSW presentations, please include how the requirements will be met. [HSW Credit Standards](#)

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List two references that may be contacted that know your presentation skills
1. 2.
ALL HSW presentations MUST include a justification. Please indicate whether your presentation will qualify for Health, Safety, and Welfare (HSW) Learning Units, and explain specifically how your presentation will meet the CES requirements. ☐ Yes ☐ No A minimum of 75% (3 of 4 objectives) of the program’s content must relate to one or more of the applicable subject areas, including (but not limited to) accessibility, building design, codes, energy efficiency, materials and systems, preservation, building security, structural issues, sustainable design, etc. Please review and comply with AIA’s HSW Credit Standards . The AIA-LRGV reserves the right to request additional information to verify session content and to change HSW designation to meet CES requirements.

Notes:

- 1. Fees & Expenses: Speakers who participate in the Building Communities Conference do so *pro bono*... over 40 industry wizards contribute their wisdom each year. **Presenters may attend all BCC continuing education programs and socials free of charge.**
- 2. Presenters' Names: Please be sure the names and other information you are providing are legible, accurate, and include appropriate designations (AIA, P.E., IIDA, ASLA, etc.). If accepted, this information will be published in the BCC Program.
- 3. Acknowledgement: If you **do not** receive confirmation, we did not receive your submittal, and it will not be considered as a program for the TRACS 2024 Summit.
- 4. If selected, you will be notified by email.
- 5. All the following requirements must be checked.
 - ☐ If selected as a presenter, I will submit a signed [Speaker Agreement](#) upon notification of acceptance.
 - ☐ If selected as a presenter, I understand I am responsible for a 60/90-minute program.
 - ☐ If selected as a presenter, I understand **I am responsible for paying all travel-related expenses.**

(All presentation rooms will be equipped with a projector, screen, and microphone)
[Please bring your laptop/device](#)