



## Call for Presentations

The 2017 Annual Conference of the Tennessee Chapter of the American Planning Association will be held in Downtown Memphis from October 11-13. The conference theme is "Transformation of Space" and we are seeking innovative presentations, panel ideas and interactive sessions that will engage conference attendees. The following is a list of categories for potential conference sessions, but the Conference Planning Committee is open to great ideas:

- Comprehensive Planning
- Ethics
- Land Use Law
- Public Participation
- Social Justice & Equity
- Urban Design
- Demographics
- Housing Policy
- Planning History & Theory
- Revitalization Tools
- Sustainability
- Zoning/Land Use Regulations
- Environmental Planning
- Land Use
- Planning Methods
- Rural Planning
- Transportation

The sessions can highlight complete or "in-progress" planning initiatives. Session lengths can vary between 60 to 90 minutes, including a question and answer period. As a proposer for a session, you will be responsible for overall implementation of the session you initiate. The Conference Planning Committee will provide a moderator to introduce each session if requested, as well as logistics pertaining to your session such as room, computer and projectors. You will be responsible to bring an electronic version of your presentation for the computer, any handouts, etc. All speakers are highly encouraged to submit their electronic files early to ensure a back-up copy is available during the conference. When developing details for the session, it is important to note that conference attendees must remain on schedule. Please be considerate of the session presenter following you and complete on time. Session proposals are due to the Conference Planning Committee by **August 25, 2017**. Notification of selection will occur by September 11, 2017.

If you have an idea for a session/workshop or would like more information please feel free to email Daniel Ashworth at [danielashworth@altaplanning.com](mailto:danielashworth@altaplanning.com) or Sean Isham at [sisham@ci.collierville.tn.us](mailto:sisham@ci.collierville.tn.us). In addition, if you are need specialized equipment or other special accommodations please contact the conference Committee as soon as possible. We look forward to your participation.

**Speaker Information (Please print or type)**

Speaker Name(s)	
Title of Presentation (Will be used in all materials)	
Mailing address	
City	
State	
ZIP Code	
Telephone (home)	
Telephone (business)	
E-Mail	

**Please attach the following items to this form:**

**Brief Biography (Maximum of ½ Page)** – Please include your qualifications, level of expertise, notable achievements, etc.

**Description of Proposed Session (Maximum of 500 words)** – Please include which overall theme your session relates to. Also, consider the AICP Certification Maintenance credit criteria questions and the CM criteria found at [www.planning.org](http://www.planning.org).

All presenters are responsible for abiding by copyright laws.

1. You need permission to use others' work and you must credit them. This includes photographs; diagrams; excerpted pages from codes or zoning regulations; any image found online; pictures; scanned copies or screen captures of printed materials; and any other image or document that has been created by someone other than you. This also pertains to conference handouts. Do not distribute written materials for which you have not obtained permission.
2. If you find an image or document that you would like to use, contact the creator or author! Because you are using the material for educational purposes, most people and organizations will not charge you for use of their intellectual property.
3. If you have been granted permission to use another's work, credit the author or creator using a text box in your presentation or on the handout. Include the author/creator's name and organization and be sure to note that the material is "used with permission."
4. If you are in doubt about whether your use of an image or document violates copyright law, DO NOT USE IT.

For more information about copyright laws, please visit [www.copyright.gov](http://www.copyright.gov). The "Copyright Basics" circular at [www.copyright.gov/circs/circ1.pdf](http://www.copyright.gov/circs/circ1.pdf) provides a useful summary of copyright laws.

### Speaker Registration Policy

At least one speaker/panel member must be registered for the conference. One-Day registrations are available. Information on Registration is available at <http://www.tnapa.org/events.htm>.

At least one speaker in a session must be a paid registrant.

- A speaker may also participate in one additional technology workshop or facilitated discussion.
- Mobile workshop speakers are exempt from this policy.
- Any deviation from this policy is at the sole discretion of the Conference Committee.

Speaker Signature(s)
Date

Please return this form to Sean Isham by **August 25, 2017** via e-mail at [sisham@ci.collierville.tn.us](mailto:sisham@ci.collierville.tn.us) or by mail at:

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Collierville, TN 38017