



Thank you for your interest in submitting a proposal for the AIA 2012 National Convention! We encourage proposals from industry leaders and forward-thinking professionals who are on the cutting edge of design, practice, technology, leadership, collaboration, research, training, and mentoring.

Proposals will be accepted until 11:59 p.m. PST, July 1, 2011

Convention Theme: Design Connects

Design Connects implies that in a world of individuals we are stronger as a collective and design holds the power to make these connections. The architect works at the intersection of art and science and sees these not as antagonists, but each components of the solution. They are connected. They are the same. It is in this connection that the power of design is revealed.

The Premise

Design Connects celebrates the uniqueness of design as the synthesis of theory and practice, the relationship of the built and natural environments and the aspiration of architecture to serve the broader goals of humanity. Design Connects also speaks to the strength of the AIA as a collection of components that is smarter, stronger and more relevant as a unified Institute. The spirit of connection resonates in our convention location, Washington DC. In this place, policy makers from around the world assemble to discuss, debate, and find common ground. The physical plan of the city is literally a paradigm for connection.

In the profession, design excellence requires new relationships and new models to meet demands of a changing natural, social, and technological environment.

In practice we are stronger when we connect to others. The quality of our work is enhanced when we share our knowledge and dedicate our shared resources to research, offering clients evidence-based design. We know our collective voice is stronger than individuals in the legislative advocacy arena, making us more effective to build safer and healthier communities. We reach out to those who are underrepresented in our profession to enhance the diversity of our perspective and richness of our creativity. We seek collaboration with the international community for a broader, more informed view.

The premise of this theme is to demonstrate how the connective nature of design responds to the most pressing issues of our time and our practice.

The Program

Communication, knowledge sharing, collaboration, partnership, integration, and relation to a broader context will permeate every aspect of the 2012 convention. The goal is to gather together leading thinkers to inspire ideas that will ignite change and unlock the potential of attendees. The program will inspire on many scales of interest—from the role of the architect in the world as poet and politician, artist and scientist, social advocate, environmentalist and technologist. It is a program that will make allowances for new processes of discovery, building types, materials, and methods.

Design practices will be discussed through case studies and new methods, technologies, and processes involving sustainability, international perspectives, and social responsibility. Best practices will be presented on communication, knowledge creation and dissemination, research, advocacy and public relations.

The Subthemes

- Connect to the World – Programs will focus on the connection of design to issues that impact the planet, i.e. international themes, new ideas about sustainable design, future markets.
- Connect to the Community – DC themes, local design, advocacy, sustainable planning will be discussed through tours and programs.
- Connect to Each other – Best practices and new models of knowledge sharing, research, communication, new technologies, advocacy, public relations, partnerships, diversity, consultants, integrated project delivery will be presented.
- Connect Idea – Design excellence through new processes of discovery, new ideas, strategies, best practices for specific building types will be discussed.
- Inspire to Voice – All of these in sum inspire professionals to tell our story in a more rigorous and compelling way.

The Outcomes

The attendee should depart from our Washington, DC, convention:

- Inspired to be part of something larger than themselves, even larger than their profession.
- Confident in new techniques that elevate their practice and their components.
- Embracing the idea that our profession flourishes when its values are exemplified not just in built form, but in other forms of communication also.
- That their investment in life-long learning is of value.
- That they are more connected to the marketplace and have a greater control over their professional future.
- That the AIA is relevant to them-that we are stronger as a group than we are as individuals.

Title

Provide a clear, concise title that accurately reflects the session's content. This will be the official title listed in the program guide and the AIA/CES member transcripts for membership and state license renewal. The AIA reserves the right to change the title to meet AIA/CES requirements. Once registered and published, program titles may not be changed except by the AIA, if needed.

150 Character Limit

Full Program Abstract

Used in the review and selection process, this abstract should specify (1) the learning that will occur (2) how the content of the session relates to the convention theme and, if it doesn't, why the session should be selected, (3) how the program relates to the Institute's [strategic initiatives](#), (4) why people should attend the session, (5) how the session will enable attendees to improve their careers, practices, service to the profession, or service to the community, and (6) how the session will expand attendees' perspectives, challenge their thinking and engage them during the session, and provoke discussion after the session.

4500 Character Limit

Brief Publishable Summary

Used in convention guides and on the web site, this brief summary tells prospective attendees what the program is about, and what they will gain from attending. Do not list individual speaker names in this summary.

2250 Character Limit

Learning Objectives

Using measurable, outcome-based verbs, provide four learning objectives for session participants—**specifically answering the question**, what attendees will be able to do as a result of participating in the proposed session. The AIA reserves the right to edit learning objectives for length and clarity, and to meet AIA/CES requirements.

Participants will be able to

- 1.
- 2.
- 3.
- 4.

300 Character Limit for Each Field

Content Provider

Identify the content provider to be listed in the Convention Guide. The provider is the party responsible for the educational content and quality of the session (e.g., individual, AIA member community, component, firm, company, university, government agency). The Session Organizer must obtain prior approval from a member community, component, or other AIA entity before listing one as the content provider.

Provider Name:

100 Character Limit

Format

Select one of the following program lengths

60- Minute Seminar

Half-Day Preconvention Workshop

90- Minute Seminar

Full-Day Preconvention Workshop

Keywords

Provide four keywords descriptive of the program content for use in online key-word search.

- 1.
- 2.
- 3.
- 4.

25 Character Limit for Each Field

Course Directories

Select the directory that best represents the program topic.

Topics

Select the topic that best represents the program content.

HSW Content

The AIA will determine if sessions qualify for HSW credit in collaboration with NCARB. Identify below which topic you feel best meets the 75% HSW content requirement.

Member Group or Community

Select one that most closely relates to the program content/topic.

Additional Opportunities for Presentation

Indicate if we can forward the proposal to interested AIA components and member communities for consideration for their local, regional, or national events. Checking "yes" will not affect selection for the convention.

Yes

No

Briefly describe how the program content makes a case for connections to:

The theme: “Design Connects”

Design Connects implies that in a world of individuals we are stronger as a collective and design holds the power to make these connections. The architect works at the intersection of art and science and sees these not as antagonists, but each components of the solution. They are connected. They are the same. It is in this connection that the power of design is revealed.

800 Character Limit

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800 Character Limit

Session Organizer Contact Information

The session organizer designated for each program serves as liaison between program speakers and the AIA. Session organizers are responsible for disseminating convention-related information and notifying us of changes in speakers and speaker contact information.

Session Organizer: Check this box if you are serving as the primary contact for this submission but WILL NOT be presenting the program content.

Last Name	First Name	Middle
Organization		
E-mail	Telephone Number	

Speaker Information

Speakers

Provide the requested information for all session presenters, including title, firm or organization, professional designations, full mailing address, telephone, individual's e-mail address, and (where applicable) the AIA member category and membership number. **IMPORTANT: Note each speaker's most recent speaking experience from AIA National Conventions and/or other AIA and non-AIA events (i.e., dates and names of such events).** Provide a brief biographical narrative for each speaker, including expertise with the particular seminar topic. This requirement is extremely important, and failure to provide complete information will result in disqualification.

Though panel discussions are encouraged, the AIA will not acknowledge or extend complimentary registration to more than two speakers for a 60-minute seminar, three for a 90-minute seminar (with moderator if a true panel discussion), and four for a half-day or full-day workshop. Session organizers that do not present are not eligible for complimentary registration.

Substitutions and Additions

Speaker substitutions and additions must be pre-approved by the AIA and in accordance with the speaker and program format limits described above. To request a substitution, the session organizer must provide, by e-mail request, all information required in the initial proposal, including the replacement speaker's full name, professional designations, physical address, contact information, most recent speaking experience.

Speaker Benefits

Speakers may participate in up to **three** educational programs, either individually or as panelists. Workshop and seminar speakers will each receive a complimentary, nontransferable convention registration. Workshops, special events, tours, or other activities are separately ticketed and may require an additional fee. Speakers are responsible for all travel and hotel arrangements as well as for all expenses incurred in the development of their presentations. Individuals who require financial support in order to present a session should not apply.

It is the responsibility of the session organizer to contact each individual proposed speaker to confirm his or her willingness and eligibility to present before including that speaker in the workshop proposal.

Each speaker will receive a contract by electronic communication. The contract must be signed and returned to the AIA in order for a speaker to participate and to receive a complimentary registration. Additionally, speakers may be contacted by other departments at the AIA to take advantage of the many benefits associated with presenting at the AIA Convention, such as pod casts, social media opportunities, press interviews, best practice articles, book signings, etc. Please keep in mind that these extra opportunities are extended in most cases expressly because of an individual's status as a convention speaker. In order to be eligible for additional exposure beyond the above referenced educational session, each speaker must first meet the convention education and Continuing Education System (CES) requirements found in the *Speaker Guidelines*. If a speaker has not fulfilled his or her obligations under this signed agreement, he or she does not qualify as a convention speaker.

Speaker 1

Session Organizer: Check this box if you are the primary contact for this program

Last Name

First Name

Middle Name

AIA Designation

Other Designations (Esq., PhD, LEED AP)

AIA Membership #

Organization

City

State

Zip

Country

E-mail

Telephone

Prior Speaking Experience

2500 Character Limit

Brief Biography

2500 Character Limit

Speaker 2

Last Name

First Name

Middle Name

AIA Designation

Other Designations (Esq., PhD, LEED AP)

AIA Membership #

Organization

City

State

Zip

Country

E-mail

Telephone

Prior Speaking Experience

2500 Character Limit

Brief Biography

2500 Character Limit

Speaker 3

Last Name

First Name

Middle Name

AIA Designation

Other Designations (Esq., PhD, LEED AP)

AIA Membership #

Organization

City

State

Zip

Country

E-mail

Telephone

Prior Speaking Experience

2500 Character Limit

Brief Biography

2500 Character Limit

Speaker 4

Last Name

First Name

Middle Name

AIA Designation

Other Designations (Esq., PhD, LEED AP)

AIA Membership #

Organization

City

State

Zip

Country

E-mail

Telephone

Prior Speaking Experience

2500 Character Limit

Brief Biography

2500 Character Limit

Terms and Conditions

Proposals will be accepted until 11:59 p.m. PST, July 1, 2011

Proposals must be submitted by clicking on the “Submit” button, as directed below, in order to be considered. **There will be no additional opportunity to revise a proposal once submitted.** Please print a copy for your records.

Notification of Selection

The session organizer for accepted proposals will receive an e-mail notification in late fall 2011. At the decision of the submitter, a proposal not accepted for presentation will be shared with regional, state, and local AIA components in case they are interested in offering these programs to their constituents.

Continuing Education Program Requirements

The AIA National Convention is the CES Provider of Record for all educational credit awarded during the convention. As such, it is charged with ensuring that all programs meet **AIA/CES requirements**. CES programs may not be offered independent of the National Convention in the host city during the run of the convention.

Programs may not sell or promote any specific product or service. The content must contribute to the continuing professional education needs of architects, be relevant to a changing profession, and contribute to the body of knowledge of architecture. Refer to the [AIA Continuing Education System Program Manual](#) for a full explanation of the requirements.

Recording of Sessions

The AIA extends the educational experience to the profession beyond the confines of the traditional classroom setting. To participate at the convention, *each speaker* must give the AIA permission to use and to reproduce his or her presentation and presentation materials in any way the AIA may wish, but a speaker may make further use of his or her presentation materials in any way that he or she wishes. Each speaker grants the AIA an unlimited, permanent, nonexclusive license, under which the AIA may film, tape, transcribe, otherwise record or quote from the presentation or materials, may create derivative works, may publish them in any format, including audio recordings, distance education courses, the Internet, Internet II, or any other digital, wired, or unwired network, including any successor technologies, or any other media, and may use them in any other way it may find appropriate. The AIA will not be required to pay royalties, make any other payment, or provide other consideration of any type except as described in this agreement.

Submissions that present content considered proprietary to the extent that it cannot be shared beyond the classroom may not be selected for presentation.

Cancellation and Rescheduling

Preregistration for seminars and workshops will be monitored after advance registration closes, and those with anticipated low attendance are subject to cancellation.

Program Materials

AIA Convention Education must retain a complete set of materials (including visual presentations, handouts, and speaker notes/talking points) on file for three years for each seminar and workshop to meet state licensing board requirements.

Sessions with multiple speakers must submit materials through their Session Organizer. Session Organizers are responsible for compiling and submitting drafts and final presentation materials using the official AIA National

Convention PowerPoint and handout templates. **Failure to submit draft and final presentation materials by the published deadlines may result in cancellation of the program.**

Thursday through Saturday seminar materials will be collected and distributed only in electronic format. Handouts will be available on the AIA Web site for download and printing before, during, and after the convention by all attendees. Wednesday preconvention workshop materials will be printed and distributed on site by the AIA.

Speaker Evaluation Results

Attendees receive an e-mail message inviting them to evaluate sessions online for which the AIA has record of a valid badge scan. Speakers will receive an e-mail invitation to view their session evaluations online.



I/we have read and agree to the conditions above

Yes No

I/we agree that, if selected, I/we will allow the AIA to record the program according to the terms above

Yes No



You may save a copy of this form to your computer and return to make revisions. Once you submit this proposal to the AIA, you will not have an opportunity to make revisions prior to the July 1, 2011 deadline.

**Thank you for your submission.
Selections will be announced in late fall 2011.**