

2018 Gathering Partners in Natural Resources Conference

**Cragun's Resort and Hotel on Gull Lake, Brainerd, MN
May 18-20, 2018**

Hosted jointly by University of Minnesota Extension program teams for Forestry, Aquatic Invasive Species, Minnesota Master Naturalist, and Citizen Science.

REQUEST FOR PRESENTATIONS

You are invited to share your experience and expertise at the upcoming Gathering Partners of Natural Resources Annual Conference to be held May 18-20, 2018 at Cragun's Resort near Brainerd, MN. The conference will include the following types of sessions:

	Friday, May 18	Saturday, May 19	Sunday, May 20
AM	<ul style="list-style-type: none"> • Full day field trips • Full day onsite preconference sessions • (10 am – 5 pm) 	<ul style="list-style-type: none"> • Half day field trips (8 am – 12 noon) • 1½ & 2 hour concurrent sessions • Boat Tours 	<ul style="list-style-type: none"> • 1¼ & 2¾ hour concurrent sessions • Closing Keynote Speaker
PM	<ul style="list-style-type: none"> • Half day field trips • Half day, onsite preconference sessions • (1 pm – 5 pm) 	<ul style="list-style-type: none"> • Half day field trips (1 pm – 5 pm) • 1½ & 2 hour concurrent sessions • Boat Tours 	
Eve	<ul style="list-style-type: none"> • Awards Dinner • Opening Keynote Speaker 	<ul style="list-style-type: none"> • Dinner • Social Activities 	

To be a presenter, you must submit a presentation proposal and be notified by the Conference Program Committee that your proposal has been accepted. To submit your presentation proposal, please complete the Google Form (<http://z.umn.edu/GathPartRFP2018>).

Deadline for Submissions: January 16, 2018

Review and Selection: Proposals will be reviewed by the Conference Program Committee and selected based upon appropriateness and interest of topic, level of content, and presenter expertise. The committee reserves the right to make recommendations for revisions of content within proposals prior to acceptance. Preference will be given to those proposals which include a hands-on educational component.

Notification of Acceptance/Rejection: Estimated February 20, 2018

Audience: The audience for the conference consists of volunteers, instructors, woodland owners, and others interested in the outdoors. Participants will not preselect concurrent sessions at registration. Only preconference sessions, field trips and boat tours will utilize advance registration. Individual sessions (excluding field trips) typically host approximately 20 attendees.

Presentation topics: A diverse slate of sessions will be offered to conference attendees covering aquatic invasive species, forestry, wildlife, and ecology. Topics focused on natural history, environmental issues, natural resource management, outdoor skills, species identification, citizen science and other volunteer opportunities have been especially popular.

Presentation Needs: All on-site session rooms will include a provided PC laptop computer, LCD projector, and screen. Presenters should provide any other instructional supplies or equipment needed for the presentation, including handouts. If using a PowerPoint presentation, presenters should plan to bring the presentation file to the conference on a thumb drive and insert it into the laptop computer in the session room. Alternative arrangements may be possible, please note any special requests in the “Additional Presentation Information” section of the Session Proposal form.

Room arrangement: The conference is headquartered at the Conference Center at Cragun’s Resort so presentation rooms may vary in style and size. Note any room preferences in the “Additional Presentation Information” section of the Session Proposal form.

Annual Conference Non-Commercial Policy: Participants in the Gathering Partners conference are seeking valuable educational sessions and may be critical of presenters or sessions that are self-promotional. Presenters may not use a conference session solely for a commercial sales pitches, self-promotion, or unwarranted criticism of a competitor. If presenters would like to sell books or other materials during their session they should note this on the Session Proposal form. As there will be limited time between sessions, presenters who would like to sell materials should consider requesting an Exhibitor Booth. Details about Exhibitor Booths are available on the conference website, <http://www.minnesotamasternaturalist.org/annualconference/>

In appreciation for your generous sharing of time and expertise, up to two presenters per session are invited to join the conference participants for *lunch* on the day of their presentation. Presenters wishing to attend any part of the conference other than their session should register for the conference. The complete conference schedule and registration fee information will be available approximately March 1, 2018. You may register for the entire conference or for a single day.

All information and questions may be submitted to gathpart@umn.edu.

Thank you for being willing to contribute your time and expertise. We are looking forward to a great conference!

Conference sessions coordinators:

Andrea Lorek Strauss, astrauss@umn.edu
Megan Weber, mmweber@umn.edu

Field Trips coordinators

Angie Gupta, agupta@umn.edu
Charlie Blinn, cblinn@umn.edu



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SESSION PROPOSAL

Proposals should be submitted as a Google Form, found at <http://z.umn.edu/GathPartRFP2018>. Submit one proposal form per presentation title. If you cannot complete the Google Form, you may enter it into this form, save it, and attach it to an email. Email this completed form and direct any questions to gathpart@umn.edu.

Lead Presenter Information (include name, title, affiliation, address, office phone, cell phone and email) *Note that all communication about this session will be sent to the Lead Presenter.*

Co-Presenter Information (include name, title, affiliation, cell phone and email)

Presentation Title

Presentation Description (100 words or fewer. This will be shared with participants, so sell your session!)

Presenter(s) Biography (100 words or fewer per presenter)



Experience Level of Audience This session is targeted to (check all that apply)

- Beginner
- Intermediate
- Experienced

Presentation Format (check all that apply)

- Lecture
- Panel Discussion
- Group Discussion
- Hands-on Activities
- Video Presentation
- Outdoor Exploration
- Hike/Walk
- Other: _____

Level of Activity Overall, participants in this session will be (circle one)

Inactive A little bit active Moderately active Very active

Presenter Availability

In order to create a balanced conference schedule, we will assign time slots for each presentation. We will make every effort to accommodate your schedule. Please indicate which times you are available to present this session. Check all that apply.

Friday, May 18

- All day
- Afternoon only

Saturday, May 19

- Morning
- Afternoon

Sunday, May 20

- Morning

Type of session requested:

Onsite session

- 1¼ hours (Saturday or Sunday only)
- 2 – 2¼ hours (Saturday or Sunday only)
- 4 hours (Friday afternoon only, preconference)
- Full day (Friday only, lunch included in participant fee, preconference)

Field Trip

- Half day (Friday afternoon, Saturday morning, Saturday afternoon)
- Full day (Friday only, box lunch included in participant fee)

For proposed field trips, please provide more information:

- Field trip destination:
- Estimated travel time from Cragun's Resort to destination (preferably less than 1 hour travel each direction):
- Estimated time needed for presentation at destination:
- Number of participants: _____ Minimum required, _____ Maximum allowed
- Are there any unavoidable expenses (entrance fees, etc.)?
- Cell phone number for person who will lead the field trip/walking tour:

Are you willing to provide the same presentation multiple times? Yes No

Do you plan to make items available for sale during your session? (e.g., books, curricula, tools, subscriptions, memberships) Yes No *If yes, please describe:*

Additional presentation information: Please inform us of any special considerations for this session, such as: activities that are anticipated to be very loud or messy, easy access to the outdoors, safety considerations, mobility requirements for participants, recommended participant preparation/bring alongs, room arrangement preference, unavoidable expenses, WiFi access needs, etc.