

# BUILDINGENERGY BOSTON

Conference + Trade Show of the Northeast Sustainable Energy Association (NESEA)

## Proposal Planning Sheet for BuildingEnergy Boston 2023

If you would like to work on your proposal before submitting, this document contains a list of the fields you will be asked to fill out once you are logged in to your [nesea.org](https://nesea.org) account. When you are ready to submit your proposal, you may do so [here](#).

### Tell Us About Yourself

- Name
- Company/Organization
- Job Title
- Email
- Phone
- Any additional information about the proposer

### Tell Us About Your Session Proposal

**Session Title (80 char. max)**

**Description (500 char. max)**

If your proposal is approved, this description will be posted publicly on the conference web page. You will be able to update it as you further develop your session.

### Why Is This Session Important?

What big questions or problems does it address? Why is it important right now? How does it relate to the conference theme? (Your response here will only be seen by the Content Committee)

### Learning Objectives

Provide four concrete objectives that describe what attendees will be able to do as a result of attending the session, not what speakers will do in the session. See guidelines.

**Has This Session Been Presented Before, Or Has It Been Submitted To Another Upcoming Conference?**

## Session Format

Check all that apply. We are always looking to maximize audience engagement, and encourage you to consider the best format for your specific content.

- Interview or structured conversation among panelists
- Collaborative problem-solving session
- Debate between opposing viewpoints
- Workshop or skill-building session
- Lightning Round (several brief idea pitches followed by discussion)
- Presentation followed by facilitated discussion or breakout groups
- Other (please describe)

## Session Format Details

### Recommended Length

Check all that would be feasible for your proposal:

- 60-minute session
- 90-minute session

### Areas of Focus

Check up to 4 that best represent your session:

- |                                 |                                    |
|---------------------------------|------------------------------------|
| • Justice & Equity              | • Health & Comfort                 |
| • Design & Construction Process | • Policy, Codes & Standards        |
| • Building Envelope             | • Business & Finance               |
| • Building Systems              | • Operations & Maintenance         |
| • Materials                     | • Training & Workforce Development |
| • Energy Production & Storage   |                                    |

### Strongest Area of Focus

If you picked more than one Area of Focus above, select the strongest content connection to your session

## Building Type(s) Specifically Addressed

Check all that apply:

- Single Family
- Multifamily
- Commercial
- Institutional
- New Construction
- Retrofit
- N/A - Proposal does not directly address building types

## Tell Us About The Speaker(s)

### Speaker(s)

Proposals with confirmed speakers will be given priority. We highly encourage you to limit the number of speakers in your session, to give each one sufficient time to present.

- First Name
- Last Name
- Company/Organization
- Job Title
- Email Address
- Have you confirmed this speaker's availability to participate in the session?

### Video Link (optional)

Provide a link to a video of one or more of your speakers. This can be as simple as a phone-recorded video pitch of the proposed session. Some sense of the dynamism and presentation of the speakers will help the Content Committee evaluate your proposal.

## Additional Comments About Your Speaker Roster

### Equity

The conference leadership team is especially interested in sessions that center diversity, equity, and inclusion, as represented by both speakers and content. Please explain if your session addresses these issues.

## Anything Else You'd Like To Tell Us About This Proposed Session