

BUILDINGENERGY NYC

THURSDAY, SEPTEMBER 26, 2019 • NEW YORK, NY • NESEA.ORG/BENYC19

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

Proposal Planning Sheet for BuildingEnergy NYC

If you would like to work on your proposal as a team 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 account.

Information About the Proposer

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

Information About the Proposed Session

- Session Title
- Description (50-200 words)
- Why is this session important?
What big question(s) or problem(s) does it address? How will this session change what attendees do/think/believe?
- Four Learning Objectives
Provide 4. Describe what attendees will be able to do as a result of attending the session (not what speakers will do in the session).
- Has this session been presented before? And if so, when/where?
- Level
Select one:
 - Level 1 - No prior knowledge needed.
 - Level 2 - Some prior knowledge helpful.
 - Level 3 - Prior knowledge strongly recommended.
- Session Format
(Check all that apply) We are always looking to maximize audience engagement and therefore will be limiting the number of sessions that offer a panel of speakers without a determined plan for attendee participation.
 - Presentation with slides, followed by Q&A
 - Moderated and facilitated conversation among panelists
 - Case Studies: One to three case studies (compare or contrast) followed by Q&A
 - Problem on the Spot (present problem, audience/small groups work, critique solutions)
 - Interview (speakers field questions from moderator and audience)
 - Lightning Round (very brief pitch-presentations followed by breakout groups)
 - Other (please describe below)

- Length

Check all that apply:

- 60-minute session
- 90-minute session

- Areas of Focus

Check all that apply:

- Commercial
- Institutional
- Multifamily/High Rise
- Single Family/Low Rise
- Retrofit
- New Construction
- Design Process
- Resiliency
- Energy Production & Storage
- Technology
- Integrated Systems
- Health & Comfort
- Building Operations
- Occupant Behavior & Engagement
- Standards in Action (ex. LBC, NZE, Passive House)
- Codes/Policy
- Finance

- Strongest Area of Focus

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

- Suggested Speaker(s)

We recommend no more than 2 speakers for 60-minute session or 3 speakers for 90-minute session. It is not mandatory to have a definite roster of speakers to have your proposal accepted. For each speaker (max 4) please provide:

- First Name
- Last Name
- Company/Organization
- Job Title
- Email Address
- Have you discussed your session with this speaker?

- Video Link

(OPTIONAL) Provide a link to video of one or more of your speakers. This does not have to be a formal recording but can be as simple as a phone-recorded video pitch of the idea by a presenter. Some sense of the dynamism and presentation of the speakers will help the Content Committee evaluate your proposal.

- Additional comments about your speaker roster?

- Anything else you'd like to tell us about this proposed session?

- Magazine candidate?

If NESEA's BuildingEnergy magazine is interested in your proposal topic, would you be willing to write an article in May or June for the Fall 2019 Issue? Note: Selection for the conference and magazine are separate, and being accepted (or rejected) for one does not affect consideration by the other.