



CALL FOR SESSIONS



APA CLEVELAND'S ANNUAL PLANNING & ZONING WORKSHOP

at Levin College of Public Affairs & Education, Cleveland Ohio

October 20th 2023

Session proposals are due by **5pm on Friday, September 8th, 2023**

Submit a fillable form at: www.ohioplanning.org/pzcleveland_home_page

Session Topics

Session proposals are encouraged to cover a variety of planning topics that relate to Northeast Ohio and appeal to attendees across the diverse spectrum of planning expertise.

The P&Z Committee has identified **Water** as a topic of focus this year and encourage submissions related this, including but not limited to:

- Storm water management
- Green infrastructure and sustainable practices
- Lakefront or riverfront development
- Climate resiliency

Additional topics that will be accepted, include:

- Zoning & Other Regulations
- Board & Planning Basics
- Community Engagement
- Professional Development
- Housing & Economic Development
- AICP CM mandatory topics (ethics, equity, sustainability& resiliency, planning law)

Session Format

We hope to provide a variety of session formats and sessions that offer learning opportunities for citizen planners and professional planners alike. In addition to the typical lecture followed by Q&A, consider other session formats such as panel discussions, attendee participation, moderated debate, hands-on workshops, round tables, short and sweet presentations, and mobile workshops. The following session lengths will be accepted:

- Short and sweet talks (7 minutes)
- Single topics (20 minutes)
- Full sessions (90 minutes)
- Mobile workshops (varies: need to specify the full time required, including transportation via walking or chartered bus)

The P&Z Committee will group approved short and sweet talks and single topics on similar themes into full sessions.





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Session Content Guidelines

- Sessions shall be educational in nature and shall not be a promotion of any product, service or organization.
- All sessions should emphasize useful takeaways for participants. Sessions should focus on issues and programs that have reached some level of maturation, so that the lessons to be learned will have valuable application for attendees.
- The P&Z Committee intends to offer AICP CM credits sessions, so we encourage session leads to structure their sessions to be consistent with CM eligibility requirements. For more information, visit: www.planning.org/cm/activities/eligibility/
- No incomplete or late submissions will be accepted.

Session Proposal Requirements

- **Title:** brief, catchy, and descriptive
- **Length:** Select one of the session lengths listed on the previous page.
- **Content Level/Audience:** Describe who the session is geared towards and whether the content is introductory, intermediate, or advanced
- **Description:** Provide sufficient detail about the session including what learning objectives attendees will achieve. (175-word maximum)
- **AICP CM qualification:** Does your session qualify for CM credit?
- **Audio-visual request:** Describe the audio-visual and room set up needs for the session. The facility will provide the following A/V equipment: laptops, projectors, screens, podiums and microphones. Special requests will be considered but not guaranteed.
- **Speaker(s):** List first the session organizer/point of contact, and for each speaker provide Name, Company, Title, Email, and brief Bio (150-word maximum each)

Additional Requirements & Information

- All speakers must register for the conference.
- Speakers are responsible for their own hotel accommodations and travel, if any.
- Session leads will be notified whether their proposal has been accepted by the P&Z Committee by: **September 22nd, 2023**

Questions?

Questions regarding your proposal, topic ideas, or speaker recommendations can be directed to:
Amy Snell, Amy.Snell@hdrinc.com, 216.716.6181

