PLACES 2025 | CALL FOR SESSION PROPOSALS

Thank you for your interest in speaking at PLACES 2025!

**PLACES is Washington’s annual statewide conference focused on the continued care of place through historic preservation, placemaking, and economic development,** brought to you by the Washington Trust for Historic Preservation and the Department of Archaeology & Historic Preservation. PLACES allows preservationists, planners, downtown development professionals, and anyone who cares about place to dive deep into creative ideas, build their network, and inspire new solutions.

**Please note that this document is for planning purposes only and that proposals must be submitted using** [**the online form**](https://airtable.com/appTLkeqYjmn9k1Td/pagNQ7fEErYxSHHbK/form) **by Friday, March 28 at 11:59 p.m. to be considered.** Before you dive in, be sure to review our [Session Proposal Guide](https://preservewa.org/news-events/trust-events/revitalizewa/places-session-proposal-guide/) to find tips and tricks for submitting a strong proposal and other key proposal guidance.

If you have any questions or need support with this form, please contact the PLACES team at [conference@preservewa.org](mailto:conference@preservewa.org).

Section 1. Proposed Session Details

**Proposed Session Title:**

*We encourage you to review your title again before submitting to ensure that your session's title reflects what is communicated in your learning objectives and description.*

**Proposed Session Type/Length:**

Using the dropdown below, choose the type/length that best describes your proposed session.

* **Tactical Solution Sessions** (30 min) should present one concept or idea in a clear, quick format. This could be a case study, product demo, or project overview.
* **Crash Courses** (30-60 min) are topic- or skill-specific courses that help attendees develop skills or content knowledge in a specific area. If this is a case study, ensure that the example speaks to larger trends and contains practical take-aways for participants.
* **Workshops** (60 min) are structured and interactive sessions that encourage participants to learn from each other, consider their own solutions, and apply the gained knowledge both inside the workshop and in the wider world. This may include hands-on activities, facilitation techniques, group discussions, round tables, simulations, and collaborative exercises.
* **Discussion-based panels** (60 min) involve a moderator who facilitates a discussion between a group of 3-4 experts, with the goal of being informative and entertaining.
* **Presentation-based panels** (60 min) feature 3-4 experts who deliver short (5-10 min) presentations on a related topic or theme, followed by a Q&A session moderated by the experts themselves.
* **Mobile tours/field sessions** (2-3 hours) are educational walking tours or workshops that take attendees through specific projects and/or sites in the area. Just like classroom sessions, these should have a defined topic and objectives.

**Tell us about your proposed session**

What is the topic of your session? Why is this subject relevant and timely to PLACES attendees? How will you engage attendees during your session time?

**Proposed Session Description**

Provide a concise description of your proposed session that clearly describes—in concrete terms—what attendees will learn in your session. Your session description must accurately match the content of your session. (80-100 words)

*Note: If selected, we will use this description in our conference program. We may edit your session description for length and clarity.*

**What place(s) will your session discuss?**

Please share the municipality your project or program took place in, the location of your organization, or the site of a specific case study.

**Please let us know of any accessibility needs/accommodations you need to execute your session.**

We will do our best to accommodate all requests.

Section 2. Audience and Objectives

**Audience Community Size/Demographic**

Please indicate if your session is geared towards specific community demographic. We will use your selection to help attendees select relevant sessions in the conference schedule.

* Small town/rural
* Mid-sized community
* City or neighborhood business district within a metropolitan area
* Applies to all

(If you selected “Applies to all”) **Please share how communities of all sizes are represented in your content.**

**Which guiding question does your proposed session most align with?**

* **Question 1: Maker economy.** How can we empower local makers, tradespeople, and cultural industries to both strengthen our local economies and ensure the preservation of cultural heritage for future generations?
* **Question 2: Place-based belonging.** How can we continue to expand the reach of our work to foster a greater sense of belonging in the preservation fields, our communities, and our downtowns?
* **Question 3: Resiliency and livability.** Given ongoing challenges our state is facing, what practices can we adopt to ensure the resiliency and livability of our historic neighborhoods?
* **Question 4: Evergreen ideas for the Evergreen State**. What are our tried-and-true preservation practices, community organizing principles, and place governance models?

**How will your proposed session speak to the guiding question selected above?**

Section 3. Learning Objectives

**Please identify 2-4 learning objectives for your session.** What should attendees be able to do or know as a result of attending your session? If you need help developing these, we recommend this guide from AAMC. You can also reach out to Lydia Felty at lydia@preservewa.org or schedule an office hours appointment here.

**Learning Objective #1**

After attending this session, attendees will be able to…

**Learning Objective #2**

Additionally, attendees will be able to…

**Learning Objective #3**

Also, attendees will be able to…

**Learning Objective #4**

Finally, attendees will be able to…

**Would you be interested in offering American Institute of Certified Planners (AICP) continuing education credits via the proposed session?**

* Yes
* No

If you believe your session's content is relevant to AICP, please let us know. The selection committee will make final determinations and communicate specific session needs with speakers. **If you would like your session to offer AICP credits, please share 4 learning objectives above.**

Section 4. Speaker Information

**How many speakers will be a part of your session?**

* 1 speaker
* 2 speakers
* 3 speakers
* 4 speakers

**Speaker 1 Information**

Speaker 1 Name:

Speaker 1 Pronouns:

Are you proposing Speaker 1's involvement, or are they committed to speaking at this session?

* Proposed
* Committed

Speaker 1 Organization/Company:

Speaker 1 Title:

Speaker 1 Email:

Speaker 1 Daytime Phone:

Has Speaker 1 presented at this conference before?

* Yes
* No

If so, please list the conference locations and years:

(Optional) Please provide a bio for Speaker 1:

*Bios are required for those seeking to offer AICP credits via their session. They are optional (but welcomed!) from all others.*

(Optional) Speaker 1: What is your age?

* 18-24
* 25-34
* 35-44
* 45-54
* 55-64
* 65+
* Prefer not to answer

(Optional) Speaker 1: What is your gender?

(Optional) Speaker 1: What race/ethnicity best describes you? *Please select all that apply.*

* African American or Black
* Asian or Asian American
* Hispanic, Latinx, or Spanish origin
* Middle Eastern or North African
* Native Hawaiian or Pacific Islander
* White or European
* Mixed Race/Multi-race
* Prefer to self-describe
* Decline to answer

(Optional) Speaker 1: What is the approximate population of the city in which you live?

* Less than 2,500
* 2,501-10,000
* 10,001-25,000
* 25,001-50,000
* 50,001-100,000
* 100,001-500,000
* 500,000+

**Speaker 2 Information**

Speaker 2 Name:

Speaker 2 Pronouns:

Are you proposing Speaker 2's involvement, or are they committed to speaking at this session?

* Proposed
* Committed

Speaker 2 Organization/Company:

Speaker 2 Title:

Speaker 2 Email:

Speaker 2 Daytime Phone:

Has Speaker 2 presented at this conference before?

* Yes
* No

If so, please list the conference locations and years:

(Optional) Please provide a bio for Speaker 2:

*Bios are required for those seeking to offer AICP credits via their session. They are optional (but welcomed!) from all others.*

(Optional) Speaker 2: What is your age?

* 18-24
* 25-34
* 35-44
* 45-54
* 55-64
* 65+
* Prefer not to answer

(Optional) Speaker 2: What is your gender?

(Optional) Speaker 2: What race/ethnicity best describes you? *Please select all that apply.*

* African American or Black
* Asian or Asian American
* Hispanic, Latinx, or Spanish origin
* Middle Eastern or North African
* Native Hawaiian or Pacific Islander
* White or European
* Mixed Race/Multi-race
* Prefer to self-describe
* Decline to answer

(Optional) Speaker 2: What is the approximate population of the city in which you live?

* Less than 2,500
* 2,501-10,000
* 10,001-25,000
* 25,001-50,000
* 50,001-100,000
* 100,001-500,000
* 500,000+

**Speaker 3 Information**

Speaker 3 Name:

Speaker 3 Pronouns:

Are you proposing Speaker 3's involvement, or are they committed to speaking at this session?

* Proposed
* Committed

Speaker 3 Organization/Company:

Speaker 3 Title:

Speaker 3 Email:

Speaker 3 Daytime Phone:

Has Speaker 3 presented at this conference before?

* Yes
* No

If so, please list the conference locations and years:

(Optional) Please provide a bio for Speaker 3:

*Bios are required for those seeking to offer AICP credits via their session. They are optional (but welcomed!) from all others.*

**Speaker 4 Information**

Speaker 4 Name:

Speaker 4 Pronouns:

Are you proposing Speaker 4's involvement, or are they committed to speaking at this session?

* Proposed
* Committed

Speaker 4 Organization/Company:

Speaker 4 Title:

Speaker 4 Email:

Speaker 4 Daytime Phone:

Has Speaker 4 presented at this conference before?

* Yes
* No

If so, please list the conference locations and years:

(Optional) Please provide a bio for Speaker 4:

*Bios are required for those seeking to offer AICP credits via their session. They are optional (but welcomed!) from all others.*

(Optional) Speaker 4: What is your age?

* 18-24
* 25-34
* 35-44
* 45-54
* 55-64
* 65+
* Prefer not to answer

(Optional) Speaker 4: What is your gender?

(Optional) Speaker 4: What race/ethnicity best describes you? *Please select all that apply.*

* African American or Black
* Asian or Asian American
* Hispanic, Latinx, or Spanish origin
* Middle Eastern or North African
* Native Hawaiian or Pacific Islander
* White or European
* Mixed Race/Multi-race
* Prefer to self-describe
* Decline to answer

(Optional) Speaker 4: What is the approximate population of the city in which you live?

* Less than 2,500
* 2,501-10,000
* 10,001-25,000
* 25,001-50,000
* 50,001-100,000
* 100,001-500,000
* 500,000+

**Is there anything else you'd like us to know about your session or speakers?**

Section 5. Submission Terms & Conditions

**Confirmation of Session Execution.** Submitters confirm that they will be able to execute the above proposed session. Submitters further confirm that they have been in contact with the proposed co-speakers and that all co-speakers have agreed to participate and have been advised of all of the terms and conditions.

**Agreement to be Primary Contact.** Submitters agree to serve as the sole Primary Contact for all follow-up communication regarding this Proposal and must have a valid e-mail address that is checked regularly. If selected, Submitters will be responsible for communicating with other co-presenters.

**Understanding of Limited Submission.** Submitters should submit no more than three proposals. In instances where a submitter exceeds this number, only the first three will be reviewed by the committee.

**Understanding of Non-Commercial.** Education sessions are non-commercial. Presenters may not promote a product, service, or anything else representing monetary self-interest.

**Agreement to Editorial Edits.** For all accepted submissions, PLACES reserves the right to edit the title and description to meet our editorial standards.

**Agreement to Timely Responsiveness.** Submitters agree to respond to requests and meet deadlines set by the PLACES team including, but not limited to, confirming session details, submitting presentations for upload, etc.

**Commitment to Attending.** By submitting a proposal, and if your session is selected, you are committing to attending the Conference, in-person, on the day on which your session is assigned. The schedule is determined by balancing topics and target audiences. Individual schedule requests are considered only in extreme circumstances and will not necessarily be accommodated.

**Commitment to Registering.** All presenters must register to attend the PLACES conference. Those participating in the full conference are offered a significantly reduced registration fee (Washington Main Street members receive an extra discount). Those only presenting their sessions (not attending other sessions, events, etc.) may request a complimentary one-day speaker pass.

**Understanding of Share Materials.** Presenters are highly encouraged to share presentations and supplementary materials with conference attendees (for educational purposes only). Instructions will be provided.

**Agreement to the Above.** The submitter has carefully reviewed and agrees to the above Terms & Conditions.

**Submitter Digital Signature:**

*All future communication regarding your Proposed Session will be addressed with this name.*

**Submitter Email:**

*All future communication regarding your Proposed Session will be sent to this email.*