



RETURN BY MAIL, EMAIL OR FAX BY March 1, 2005

TO: Molly Wirick
PPA, 587 James Drive, Harrisburg, PA 17112
Fax: 717-545-9247
Email: As an attachment to: mawirick@comcast.net

**SESSION PROPOSAL FORM
2005 PPA ANNUAL CONFERENCE
OCTOBER 9-11, 2005
CONFERENCE THEME IS "PRESERVING THE PAST, PLANNING THE FUTURE"
Hotel Bethlehem, Bethlehem, PA**

Please type. This form may be generated on your computer; use the same format. The form must be completed in its entirety.

PROPOSED TITLE _____

PLANNING TOPIC _____

e.g. historic preservation, comprehensive planning, technology, smart growth, transportation, economic development, land use planning, environment, etc.

FORMAT OF SESSION:

Traditional Panel Moderated Discussion Lecture Mobile

LEARNING OBJECTIVES By the end of the session, attendees will be able to:

- 1) _____
- 2) _____
- 3) _____

PROVIDE A BRIEF (40-50 WORDS) SUMMARY OF THE PROPOSED SESSION (This summary will be used to prepare the conference program description. Make certain it is well written and thorough)

PROVIDE A 200-300 WORD DESCRIPTION OF THE SESSION CONTENT (to be posted on the PPA Web site)

AUDIO & VISUAL EQUIPMENT: Check the equipment you will need. Speakers must provide their own laptop computers.

- Data Projector (LCD Panel) Slide Projector Overhead Transparency Projector
 VCR Internet Access Other (specify) _____

LEAD SPEAKER (This is the person with whom PPA will communicate throughout the conference planning process. This person is responsible for the session.) **(Note that each session will be limited to two speakers)**

NAME _____

TITLE _____

AGENCY _____

ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

PHONE _____ **FAX** _____ **E- MAIL** _____

Please list other conferences or education sessions where the speaker has presented this topic _____

Additional Speaker

NAME _____

TITLE _____

AGENCY _____

ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

PHONE _____ **FAX** _____ **E- MAIL** _____

Please list other conferences or education sessions where the speaker has presented this topic _____

**All speakers will be included in the list of conference attendees, with their speaker status noted.
All speakers are offered complimentary registration for the day of their presentation.**

All applicants will be notified of the status of their session proposal no later than April 30, 2005.