



The [Maryland Department of Planning \(MDP\)](#) is calling for session proposals for the fourth statewide brownfield conference, being held on November 15 at Montgomery Park in Baltimore City.

MDP is seeking creative and engaging session proposals related to Community Engagement, Renewable Energy, and Site Planning, topics that were most requested in survey results from last year's brownfields conference.

Proposed sessions will address the above topics in each of the three project tracks:

- Abandoned dry cleaners or gas stations
- Obsolete shopping centers or office buildings
- Complex industrial facilities or landfills

Brownfields exist in every region, county, and community in Maryland, but not all brownfields look the same or warrant the same approach to community engagement, reuse considerations, or site planning. Conference attendees will choose a particular project track in order to learn how to tailor community engagement, renewable energy, and site planning depending on a particular project's scale, type, and complexity.

Session proposals should examine project scale, type, and complexity specifics. Attendees will leave the conference with actionable steps about each topic area.

Attendees will include non-governmental/community organizations, local/state/federal government staff, consultants, attorneys, and developers.

Submissions should identify:

- The presentation team,
- The focus topic that aligns with this year's format,
- A format for 1.25 hours, and
- An engaging presentation.

We also invite proposals for a relevant keynote presentation as well as any ideas for physical engagement of attendees, such as sessions on mindfulness, walking talks, and tours.

Proposal Guidelines:

- Acceptable session formats include a panel presentation, facilitated discussion, or workshop. *Note: Creative presentation formats are encouraged.*
- Sessions should be interactive.
- Sessions should support the conference track format and topics. Key concepts can focus on new ideas, lessons learned, best practices, challenges, and opportunities encountered and how they were or should be addressed.
- The session chair/facilitator, who will serve as the key contact for the session, must be the person who submits the proposal and is responsible for communicating all session information and details with the session presenters.
- Should a proposal be chosen, the following specific information must be provided - an abstract of the presentation, presenter names, titles, and professional bios. These details will be included in the conference program exactly as submitted.
- Session title, abstract, and full description. The full description must include a content outline describing the main theme and goals of the session. If there is more than one presenter, explain what each presenter will discuss. Please be as descriptive and thorough as possible. Remember that the content needs to have wide applicability, comparative perspectives, and preferably an analysis of lessons learned. The full description should be no more than **500 words**. The abstract should not exceed **75 words**.
- Include the names, titles, and biographies of anticipated presenter(s). The biographies should not exceed **100 words**, including presenters' education and major work accomplishments relevant to the session topic. Biographies should be written in the third person and include full sentences.
- Indicate the type of session format (panel presentation, facilitated discussion, or workshop) for which you are submitting a proposal.
- Identify audio-visual/electronic data needs.
- Include name, title, biography and contact information for session chair/facilitator, preferred name/nickname, title, and pronouns.
- Any information provided may be shared on the MDP and Maryland Department of the Environment (MDE) websites and social media outlets.

Selection Criteria:

Proposals will be reviewed by MDP and MDE and evaluated with the following criteria:

- Connection/applicability to the conference format, topics, and/or location (e.g. Baltimore City, Maryland)
- Originality, relevance, and conformance to the request of the proposed session
- Presentation of innovative concepts, tools, and/or best practices
- Inclusion of proposal requirements described above
- Diversity of presenters and the inclusion of multiple perspectives
- Applicability to multiple regions/jurisdictions
- Bonus! Utilizing an interactive and crowd-engaging format

Please be advised that presenters are encouraged to attend and participate in other conference sessions; however, they are expected to register and pay to attend sessions other than their own.

Submission Deadlines and Details:

The deadline to submit your proposal is **October 4**. MDP will notify proposal submitters (session chairs) no later than **October 16**. The Committee will only accept proposals which are submitted electronically to sylvia.mosser@maryland.gov.

Questions? Please send inquiries to sylvia.mosser@maryland.gov.