



CALL FOR PRESENTATIONS - 2018 FALL WORKSHOP

"DEFINING EXCELLENCE IN PROCUREMENT"

FAPPO is accepting proposals for presentations for the 2018 FALL WORKSHOP to be delivered to the membership on **November 2, 2018**. **The deadline to submit proposals, bio, and summary is August 31, 2018.**

Topics for presentation should support the above theme and motivate, educate, and challenge our members. Every presenter is invited to share experience, expertise, knowledge, and transferrable capabilities with colleagues to offer solutions for future success.

Presentations should have high interest, quality content and delivery design. Length of presentations will be determined by the scheduling requirements. The conference will provide members with a dual track format due to its previous years.

Presenters will be required to submit their final presentations in PowerPoint format to the Program Chair no later than **October 5, 2018**. This deadline is crucial to ensure proper format of material and FAPPO will upload the presentations on-line for members to download materials prior to the Fall Workshop.

Presenters must provide their own laptops. FAPPO does not have multiple laptops available for individual use. If needed, presenters are responsible for making arrangements for this equipment.

Proposal/Application Guidelines:

- Complete application
- Summary of presentation is limited to one paragraph of up to 150 words
- Biographical information must be limited to 150 words and include a picture (.jpeg format, head-and shoulders)
- Proposal/Application shall be submitted via email to the Fall Workshop Program Chair

Benefits of Presenting:

- FREE Registration to the FAPPO FALL WORKSHOP
- Recertification credit may be granted in accordance with the certifying organization's guidelines



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APPLICATION

Name: _____ Certifications: _____

Entity: _____

Phone: (_____) _____ Fax: (_____) _____

Email: _____

Number of Proposals Submitted: _____

Topic(s)	Recommended Track 1 – Entry to Intermediate 2- Intermediate to Advanced 3- Leadership		
1)	1 - <input type="checkbox"/>	2 - <input type="checkbox"/>	3 - <input type="checkbox"/>
2)	1 - <input type="checkbox"/>	2 - <input type="checkbox"/>	3 - <input type="checkbox"/>
3)	1 - <input type="checkbox"/>	2 - <input type="checkbox"/>	3 - <input type="checkbox"/>
4)	1 - <input type="checkbox"/>	2 - <input type="checkbox"/>	3 - <input type="checkbox"/>

Proposals will be reviewed by the Program Chair and recommendations will be submitted to the FAPPO President for approval. The Program Chair will notify all selected presenters of the outcome of submitted proposals.

To be completed by FAPPO:

Topic	PC recommended	President approved	Tentative Schedule
1)			
2)			
3)			
4)			

EMAIL BIO, SUMMARY & PROPOSALS BY AUGUST 31, 2018 TO:

Kristine.Rodriguez@osceola.org

Fall Workshop Program Chair