

CONFERENCE SPEAKER REQUEST

Texas Housing Conference 2010 – A Housing Odyssey

July 26 – 28, 2010 ☒ Four Seasons ☒ Hotel Austin, TX

The Texas Affiliation of Affordable Housing Providers (TAAHP) is pleased to announce the “Call for Speakers” for the upcoming 2010 Texas Housing Conference. TAAHP encourages interested individuals and organizations to submit a Speaker Application for one of its education session tracks at the Texas Housing Conference 2010.

Event:	Texas Housing Conference 2010
Date:	July 26-28, 2010
Location:	Four Seasons Hotel Austin 98 San Jacinto Blvd., Austin, TX 78701
Application Deadline:	April 30, 2010
Email:	speaker@texashousingconference.org
URL:	www.texashousingconference.org

About the 2010 Texas Housing Conference

The Texas Housing Conference, Texas’ Premier Housing Conference, addresses key issues facing the regional and national housing industry. The Conference brings the housing community together to focus on the insights and best practices of - affordable housing development including legislative policies, sustainable design, financing and construction-related issues for Texas. The Texas Housing Conference is located at the Four Seasons Hotel on the shores of Austin’s beautiful Ladybird Lake.

As Texas continues to shine as a leader in a slowing national housing market, the Texas Housing Conference showcases the latest products, services and technology to help owners, builders, developers and investors continue to provide quality housing for all Texans. If your company provides goods or services to the single and multifamily housing industry, you won’t want to miss the Texas Housing Conference, July 26-28, 2010. Conference attendees are the industry’s decision-makers such as single and multifamily developers, builders and owners, property managers, sales and marketing staff, investors and lenders, architects, designers, and non-profit organizations who have cumulatively provided over 300,000 affordable multifamily units.

Speaker Requirements

The 2010 Texas Housing Conference requires that all information be presented in an educational, **non-commercial, non-self promotional** manner. Promotional presentations will adversely affect future speaking opportunities. Last minute adjustments to speakers will not be the determination of the individual or group submitting the presentation, but will lie with the Texas Housing Conference Committee.

Speaker responsibilities are as follows:

- You must provide a biographical summary and photograph (jpeg 300dpi or high resolution).
- Whenever possible, you should submit titles that pique the curiosity of potential attendees.
- For your session content, descriptions should be concise, specific and clearly define the benefit to the potential audience. We encourage you to list what the attendees will learn in the session.
- You are responsible for providing handouts if they are part of your presentation; please submit presentation materials in word or PDF electronic files. This is required for those sessions that are certified for continuing education credits.
- If you propose a panel and your proposal is accepted, you are responsible for securing all panelists, including replacements for original panelists who cannot participate.

Criteria for Evaluation

Conference attendees gain timely, informative, leading edge information and education that can be found nowhere else. They use this information to shape business practice, improve performance and knowledge, and enhance their professional skills. Topics are selected based on demonstrated audience interest and reflect the ongoing focus and mission of TAAHP. Innovation, originality and timeliness of material are also considerations.

Deadline

The 2010 Texas Housing Conference Speaker application process will close on Friday, April 30, 2010 at midnight CST.

Selection Process

Your submission passes through the following steps during the selection process:

- *Proposed participant notification* – All proposed participants (speakers, panel moderators and panelists) will be notified via email, of their inclusion in a submission.
- *Education Committee Review* – All speakers and sessions are selected by the Texas Housing Conference committee, based on the information submitted during the Call for Speakers process.
- *Selection Review and Scheduling* – Once the panel has recommended the proposals to be included in the session agenda, these recommendations are reviewed by Conference Management and then scheduled, if appropriate.
- *Speaker Notification* – The individual submitting the session proposal and all proposed participants will be notified no later than June 4, 2010 about the status of their submission. Speakers may be contacted by a Conference Coordinator for further information or clarification. Those speakers who are selected will be notified by TAAHP and will receive additional information and instructions.

Accepted & Scheduled Speaker Accommodations

- Audio/Visual needs for your conference session
- Speaker Lounge/Ready Room during the conference

Instructions for Submitting an Education Session Proposal

Step 1 and 2: Provide session and speaker information.

Step 3: Session Information Review. Review and edit all information which you are submitting.

Step 4: Session Submission Complete.

You can print your submission, email or fax your education session proposal to:

Texas Housing Conference 2010
221 E. 9th Street., Ste. 408
Austin, Texas 78701

Email: speaker@texashousingconference.org
Phone: 512.476.9901
FAX: 512.476.9903

SESSION INFORMATION

Session Title (*Limit 75 characters*):

As the first thing that the panel will see, your session title should clearly indicate the topic of your presentation, and do so in a way that attracts potential attendees for your presentation.

Session Abstract (*Limit 800 characters – to be completed by the Speaker or Panel Moderator himself/herself only*)

In one brief paragraph, provide a statement detailing your presentation. This session abstract should be as concise as possible, but detailed enough to clearly convey to the Conference Committee the content and objectives of your presentation. This session abstract will be included in our marketing materials.

Session Format (*select one*)

- ☐ **Individual Speaker** - You (or the designated speaker if you're submitting a proposal on behalf of someone else) will be the only speaker on the subject matter.
- ☐ **Co-Speakers** - This format consists of two speakers, one of whom is designated as Primary Speaker and the other as Secondary Speaker. The Primary Speaker is the person to whom the Conference Staff will direct questions and decisions regarding your session.
- ☐ **Panel Discussion** - Moderator and up to four Panelists. The Moderator facilitates the panel discussion and is not a designated speaker. The majority of the time is Q&A. Panelists may use slides and are provided 2-3 minutes to identify their position on the topic.

NOTE: Availability, expertise and commitment of any Co-Speakers and Panelists must be confirmed before submitting their names. The flow of the panel should be clarified and communicated to all Panelists before the panel starts at the Conference.

Session Classification - Please choose a classification for your session:

- Advanced** - Sessions focused on advanced principles and concepts, with little/no time spent on defining terms and background. Geared toward attendees with deep subject knowledge and 10 or more years of experience.
- Intermediate** - Focused on principles and concepts that would appeal to attendees with more than 5 years of experience. Little, if any, time is spent on definitional terms and concepts.
- Not Rated** - For sessions with compelling strategic sessions, introductions to new technology, or tracks where the relevance of subject matter would be of benefit to any audience.

Session Track Select the track that would be most appropriate for your session (choose one).

- Business Management & Operations
- Finance & Compliance Issues
- Sustainable/Green Building Tools and Techniques
- Professional Development
- Emerging Trends and Technologies
- Other: _____

A/V Equipment Needed (select all that apply):

- Overhead projector w/screen
- LCD projector w/screen
- Internet Connection
- Other: (please specify) _____

Presentation Format: 30 minutes 60 minutes 120 minutes Other: _____

Education Session Proposal Submission Form Check List

*Deadline for submission is May 14, 2010

- œ Speaker(s) photograph (JPEG, EPS, 300 dpi)
- œ Speaker Biography
- œ Session Title
- œ Session Abstract
- œ A/V Equipment Needed

Please submit your *Education Session Proposal Form* to:

MAIL Texas Housing Conference 2010
221 E. 9th Street, Ste. 408, Austin, TX 78701

FAX 512.476.9903

EMAIL speaker@texashousingconference.org