



2025 NCLGA AGM and Convention *Call for Presentations*

Proposal Submission Date

December 10, 2024

Submit to: admin@nclga.ca

About the Event & Our Attendees

Our AGM and conference draws delegates from across our member organizations in the North, representing local municipal and First Nation governments. Through the presentations, we hope to share ideas, collaborate, and explore new concepts and practices.

General Topics of Interest

- Emergency Management
 - Healthcare Infrastructure and Services
 - Climate Change Adaptation
 - Advancing Reconciliation
 - Mental Health and Addictions/Opioid Crisis
 - Housing
 - Other topics
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Proposals will be evaluated with consideration of the following:

- If the topic will be especially relevant to our members and/or applicable to their work
 - If the topic will be applicable to a range of levels of experience and authority
 - How the material will be presented; the preference is for presentations that engage participants and include opportunities for questions and answers and engagement
 - Experience and background of the presenter(s), including connection of the presenter(s) to the topic
 - If the topic is relevant to our conference's general topic of interest and theme.
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REQUIRED INFORMATION FOR PROPOSALS

1) Primary Contact Information

The Primary Contact does not have to be a presenter. However, this contact information will be used for all correspondence/communication related to this proposal.

- First & Last Name
- Employer/Affiliation
- Position/Title
- Email Address
- Phone Number
- Mailing Address.

2) Presentation Format Options

- 60-Minute Presentation: Expected to be an in-depth presentation on the topic, with minimum 20 minutes allotted for Q&A
- 30-Minute or 45-Minute Presentation: More high-level overview of the topic, with presentation and time for Q&A (10 minutes if 30-minute presentation, and 15 minutes if 45-minute presentation)
- Either format is appropriate.

3) Presentation Title

- The name of the presentation.

4) Relevance to NCLGA's Theme and/or Topics Of Interest

- Identify the relevance.

5) Presentation Details

- **Full Presentation Description** (2000 characters limit, approximately 400 words): This can be posted in the form or a PDF file can be uploaded
- **Brief Description** (75 words maximum): This will be used for conference publications (e.g., website)
- **Background:** Briefly discuss or justify the importance of the topic
- **Learning Objectives:** State the objectives of the presentation. Identify what participants should have learned after participating in the session. Please phrase the objectives for this presentation so that they complete the sentence "Attendees of this session will..."
- **Outline:** Describe what you will present. Consider providing an outline and/or details of the content of the session. This is likely to be the longest part of the presentation description
- **Presentation Format:** Please explain your presentation format and include details about any preparatory work expected of the participants (if applicable): Describe how the content will be presented, e.g., through lecture, discussion, breakout discussions, case studies, etc.
- **Audio Visual Needs:** Describe any required audio/visual or other material that would be required
- **Presenter Experience:** Describe the connection of the presenter(s) to this topic and comfort level with presenting the material

6) Presenter(s) Details

The following information will also be requested for the presenter(s):

- First & Last Name
- Employer/Affiliation
- Position/Title
- Email Address
- Phone Number
- Mailing Address
- Presenter Experience: Describe the connection of the presenter(s) to this topic and comfort level with presenting the material.

7) Presenter Biography

- Please provide a brief biography (no more than 100 words) written in the third person to be used in conference publications and read by the room host at the start of the session. Please include your current position and title in the biography.

8) Headshot - Photo
