



CALL FOR SPEAKERS 2020 ANNUAL CONFERENCE

The National Procurement Institute is issuing a call for speakers to provide educational sessions during our 52nd Annual Conference **at the Westin Peachtree Plaza in Atlanta, Georgia, October 12-14, 2020**. The conference theme is - ***“Make it Matter Make it Happen.”***

NPI invites those interested in presenting a session to complete and submit a Speaker Qualification and Session Description form for each session that you want to be considered. Preferred presentation topics include: 1) leadership in public procurement; 2) the pursuit of excellence in public procurement; or, 3) the subject matter of any of the Achievement of Excellence in Procurement award criteria.

Education Program Information

Leadership and Professional Development Track

Sessions in this track hone the knowledge and skills of established leaders and lay foundations for emerging leaders. Topics might include media and public relations, change management, organizational awareness, and the attraction, development, and retention of the future pioneers of public procurement.

Achievement of Excellence in Procurement Track

Delegates attending the sessions in this track are focused on continuous improvement, learning from their peers about the challenges and solutions that became the basis of an organization's successful application to the AEP criteria generally and AEP Criteria 18, Continued Pursuit of Excellence, in particular.

Session Options: General Session or Breakout Session

Session Times: 60 or 90 minutes (proposed longer sessions may be split into segments)
[30-minute presentations to be combined with others in a single session will also be considered]

Conference Location and Information

Dates: October 12th – 14th, 2020
Venue: Westin Peachtree Plaza
Location: 210 Peachtree St. NW, Atlanta, Georgia 30303
Attendance: 120 delegates per day (estimated)

Submissions will be accepted through Friday, February 28, 2020. Submittals must be valid for 90 days.

Please complete the qualification form and submit the requested information via e-mail to:

Chris Robinson - Program Chair

chris.robinson@sourcewell-mn.gov

An MS Word version of the Speaker Qualification and Session Description form is available on request.

2020 NPI Speaker Qualification and Session Description Form

Session Title:

CONTACT INFORMATION

Please include contact information for each presenter.

Name			
Company Name			
Street Address	City	State	Zip
Telephone		Email	
Website			

SESSION INFORMATION

Conference Track:

Leadership and Professional Development _____

Achievement of Excellence in Procurement® _____

Note: The AEP criteria are contained in the application available online at:

<https://www.npicconnection.org/aep/application.asp>

Audience:

Describe the audience for the topic and state why it is importance to the procurement field.

Session Topics:

List four to six bullet points that describe the specific topics the session will address.

Session Summary:

Provide a session summary describing the session. If selected, this will be used in the conference brochure.

Level:

The session is intended to be:

_____ Intermediate
_____ Advanced

Session Materials:

NPI encourages speakers to provide practical handouts such as sample contract language, draft policies, or checklists. Please indicate the type of handouts to be provided.

Fees:

Propose fees or in-kind compensation.

Equipment or Supplies:

NPI provides a projector and screen for sessions. Please list any additional needs below.

Approximate Session Length:

Sessions are either 60 or 90 minutes in length. Longer topics can be split over two to three sessions. [30-minute presentations to be combined with others in a single session will also be considered]

Biography:

Please attach a brief resume/biography of each speaker (1-2 paragraphs).

Membership:

Are you a member of NPI or an affiliate organization?

_____ NPI _____ PPA _____ ISM _____ Other: _____

REFERENCES

Please list any organizations for whom you have presented this session.

1	Organization Name	
	Session Name:	
	Contact Name:	
	Contact Email Address:	

2	Organization Name	
	Session Name	
	Contact Name:	
	Contact Email Address:	

3	Organization Name	
	Session Name	
	Contact Name:	
	Contact Email Address:	

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Chris Robinson- Program Chair

chris.robinson@sourcewell-mn.gov

Signature

Federal ID/EIN

Date

Printed Name