

2013 U.S. EPA Community Involvement Training Conference
The Next Generation of Community Involvement

Call for Proposals Application

Please answer the proposal application questions completely and provide all the information requested. You must answer all of the questions. Incomplete applications will not be accepted. Submit your proposal by close-of-business on **Friday, February 22, 2013**.

NOTE: To complete the questions with text boxes, please click in the upper left hand corner of the text box and then begin to type your response. If you have any problems filling out the form, please contact Catherine Sims (ciconference@emsus.com; 301-589-5318).

Part I: Presentation Information

1. What is your presentation title? (**10 words or less**)

A Model for Educating and Engaging High School Students in Environmental Issues

Note: Please ensure the session title reflects the information and content that will be presented during the session.

2. Underneath the general conference theme (The Next Generation of Community Involvement) the planning committee has generated five focus categories to help categorize submissions. Please select the relevant area(s) of focus (**you may select more than one**) for your submission.

- Communication and Collaboration through Technology**
- Using technology (such as social media, online learning, video, etc.) to enhance and improve efforts to educate, reach, and/or engage communities
 - Considering current and future impacts of technology on community involvement
- Cultural Diversity, Cultural Competency, and Environmental Justice**
- Working with communities of various ethnic, linguistic, religious, social, and economic backgrounds and adopting approaches to reach all members of a community
 - Coordinating and cooperating with other nations (e.g., U.S./Canada, U.S./Tribal Nations, U.S./Mexico)
 - Working for and with communities overburdened by environmental pollution and underprovided with environmental benefits (such as clean air, clean water, clean land, green space)
 - Encouraging awareness of one's own cultural worldview and attitude toward cultural differences
 - Sharing lessons learned from collecting data on environmental improvements in environmental justice communities
 - Demonstrating community involvement in identifying and addressing environmental justice concerns
- Non-traditional Community Involvement Strategies**
- Utilizing creative approaches for public meetings and outreach
 - Thinking "outside the box" about how to communicate scientific/technical concepts in an understandable way (e.g., communicating about contaminated groundwater, treatment technologies and processes)
- Facilitating Effective Collaboration**
- Collaborating among different organizations and programs (federal, state, tribal, local, non-profit, and private) to enhance community involvement, such as with technical assistance
 - Fostering strong internal collaboration and communication skills to enhance community involvement
 - Encouraging conflict management and resolution (i.e., ability to navigate high emotional disagreements or conflicts in a way that decreases tensions and leads to parties engaging in solutions)

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- Additional Community Involvement Related Topics** - Please specify your focus area and explain how it addresses the conference goal in the box below (*Conference Goal: To provide an exceptional conference that both informs and trains EPA staff as well as Agency stakeholders and partners in best practices to enhance community involvement*)

3. **Presentation Length:** Please choose only one of the following (if you wish to propose more than one session, please fill out a separate application for each session):

Information Session: 90 Minutes

Training Session: 3 hours

4 hours

7 hours

Field Trip: How much time is needed for this field trip? _____ hours

Note: The maximum length of field trips is four hours. The date of the field trips has yet to be determined.

4. **What is the level of background the ideal participant would need to have to get the most out of this session (please check one)?** Please refer to the descriptions below for an explanation of the various levels.

- Advanced
 Intermediate
 Introductory
 All Levels

Advanced: Session is meant for community involvement practitioners who have worked in the field for over 5 years, mentor newer practitioners or train in community involvement, and have a solid understanding and experience of core community involvement topics and strategies (such as advanced facilitation and mediation, cultural competency, and risk communication).

Intermediate: Session is meant for community involvement practitioners who have spent some time in the field, have completed at least 30 hours of community involvement-related training, and have moderate understanding and experience with core community involvement topics and strategies (such as basic facilitation and mediation, the IAP2 spectrum of public involvement, media training, and basic written and oral communication).

Introductory: Session is meant for community involvement practitioners who are either new to the field or who have basic understanding and experience with community involvement topics and strategies.

All Levels: Session is valuable for any level of community involvement practitioner. Examples of courses that fall into this category would be topics that are useful to revisit every year, such as developing presentation skills.

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5. Describe your session and the topics you will cover using no more than **250 words** (approximately half of a page). If your presentation is accepted, this description will be included in the conference program and posted on the conference web page. It is important that this description reflect the content of the presentation.

This session will present a model for engaging youth in understanding and interpreting environmental monitoring results. Participants will learn how to engage public school students and through them, the broader community in learning about important environmental issues in their area. This presentation will describe efforts utilized in an US Department of Energy project in a region where uranium was previously processed and efforts are now underway for repurposing the facilities and decontaminating the environment. Local public high school students are involved in reviewing and summarizing complex technical environmental monitoring results. Working together with scientists and university researchers, the students develop skills in interpreting and presenting data. They also work with communication experts to learn various ways to graphically and textually present the findings to a community audience. Through this process, they learn about the issues and concerns that face their communities and their region. They develop skills in understanding and interpreting complex data. They have access to leading experts. They also gain valuable experience in presenting the findings in an informative and accessible format. This approach could be utilized in any area, where previous activities have resulted in environmental risk and current efforts at remediation are underway. Engaging high school students provides an opportunity for skill building as well as the possibility of increasing environmental awareness for years to come.

6. **Audience Engagement:** Explain your plan to actively involve the audience in your presentation or training, using **no more than 75 words**. Please be specific.

After providing a project overview, participants will have the opportunity to work in small groups to develop ideas about possible project sites and relevant environmental monitoring data reports. The presentation will discuss how to engage local high schools, identify relevant data sources, secure access to subject matter experts. Participants will have the opportunity to create a plan outline.

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7. **Presentation Outline:** Please show, in an outline format, how your presentation/training will be organized. As part of this outline, identify each topic/subject area and how that information will be conveyed (i.e., lecture, panel, participant discussion, interactive exercise/role play, or combination of approaches).

<p>1. Project Overview Portsmouth Gaseous Diffusion Plant Annual Site Environmental Report (ASER) Student Summary description</p> <p>2. View Video of Students</p> <p>3. View Summary Reports (Piketon High School, Waverly High School)</p> <p>4. Small Group Exercise one- Identify a site, identify available environmental monitoring data Report Out</p> <p>5. Small Group Exercise two- Engaging a School</p> <p>6. Small Group Exercise 3- Putting it All Together</p> <p>7. Volunteers Present What They Would do, i.e, what site, what school, what subject matter experts.</p> <p>8. Summary and Wrap Up</p>
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8. **Learning Objectives:** What will participants walk away with after your session? Please clearly and concisely list key learning objectives that can be achieved within the allotted time, and are written from the participant's point of view. You need to provide at least one achievable objective that:

- Describes the information, skills, behaviors, or perspectives participants will acquire
- Identifies the outcomes or actions participants can expect to demonstrate, and
- Uses an action verb (examples below)

Explain	Demonstrate	Analyze	Formulate	Discuss
Compare	Differentiate	Describe	Name	Assess
Evaluate	Identify	Design	Define	List

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Examples of Learning Objectives

“By the end of my session, the participants should be able to...”

- **Describe** the four steps in the risk assessment process
- **Differentiate** between Maximum Contaminant Levels (MCL) and Maximum Contaminant Level Goals (MCLGs)
- **Define** risk communication
- **Design** a Twitter strategy (e.g. Twitter handle, hashtag, etc...)
- **Describe** how to initiate and/or establish a state or local collaborative

Please write 3 to 5 learning objectives for your session below:

By the end of my session, the participants should be able to:

Describe how to engage a local school district in an environmental outreach project.
Determine a project appropriate for a school/class.
Identify a model for increasing environmental awareness in young people.
Design a process for creating greater community awareness of environmental issues.

9. What audiovisual equipment will you require for your presentation?

- Flip charts with markers. How many flip charts do you need? 4
- DVD Player
- Other: _____

Requests for additional equipment will be considered on an individual basis.

Note: Computers with PowerPoint and LCD projectors **will be provided** for all sessions. Presenters are strongly encouraged to use this equipment to show all of their presentation materials. Conference organizers are planning to produce and distribute presentation proceedings in electronic formats. All final electronic presentation materials must be submitted by July 15, 2013.

10. On-line Streaming – Certain 90 minute and training sessions will be streamed for the 2013 conference. Please respond to the questions below so we may determine whether your presentation is a candidate for streaming.

- Are you comfortable with broadcasting your live event online to a remote audience?

NO (I am not comfortable with on-line streaming/broadcasting)

***If you selected ‘NO’ please continue to Part II**

YES (I am comfortable with on-line streaming/broadcasting)

- Please let us know if you plan to deliver your presentation from a stationary location (i.e. podium) or if you need to move around to deliver your talk (please check one)?

Stationary Location (i.e. Podium)

Need to Move Around

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- Please briefly describe what materials, software, resources you will cover/use in your presentation (i.e. PowerPoint, YouTube video, handouts, etc.)?

Powerpoint, YouTube video, website (need internet connection) 1 brief handout

- How many presenters will be a part of your talk? If you will include a panel, please list the number of members in the panel.

Two presenters

Part II: Presenter Information

You need to provide contact information and answer several questions for each person you are proposing for this presentation. Make sure the number of presenters you are proposing is reasonable for the length of the session. We encourage you to increase opportunities for audience interaction.

Please answer the questions (listed on the next page) about the lead presenter first. After completing the lead presenter questions, please provide the same information for each of the other people you are proposing for this session. If you have not identified your specific presenters yet, please provide as much information about the intended person as possible, such as the type of organization they represent and their role in the presentation.

This application provides space for information about three presenters. If you are proposing more than three presenters, copy questions one through four and provide the necessary information for each additional presenter.

Note: All correspondence will be sent to the Lead Presenter *only*. It is the Lead Presenter's responsibility to notify conference organizers of any changes to their proposed presenters.

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Lead Presenter

1. Provide contact/background information for the lead presenter.

Name: Prefix (Mr./Ms./Dr.): Dr. First: Lesli
Last: Johnson Suffix (Jr., Sr.): _____
Professional Title: Assistant Professor
Organization: Ohio University
Branch/Division: Voinovich School of Leadership and Public Affairs
Mail Code: _____
Address: 19 Circle Dr.

City: Athens State: OH Zip: 45701
Phone: 740.593.9739 Ext. _____ Fax: _____
E-Mail: johnsol2@ohio.edu

2. What type of organization does this presenter represent? (*If more than one choice applies, please select the primary organization this presenter is representing in his/her capacity as a presenter.*)

- | | |
|---|---|
| <input type="checkbox"/> EPA | <input checked="" type="checkbox"/> Academia |
| <input type="checkbox"/> Other Federal Agency | <input type="checkbox"/> Community Member |
| <input type="checkbox"/> State Government | <input type="checkbox"/> Contractor with EPA or Other Government Agency |
| <input type="checkbox"/> Local Government | <input type="checkbox"/> Environmental Justice Organization/Community |
| <input type="checkbox"/> Tribal Government | <input type="checkbox"/> Private Industry |
| <input type="checkbox"/> Other: _____ | |

3. Briefly describe, using **no more than 75 words**, past presentation, training, or public speaking experiences of this presenter. If the presenter has minimal previous experience, please explain why he/she would be an effective presenter/instructor/trainer for this session.

Dr. Johnson has presented at numerous national and state conferences. She served as the Director of the Ohio Appalachian Educators Institute and has worked with a number of school districts on enhancing their educational efforts in science, math, engineering and technology. She regularly teaches graduate and undergraduate courses.

4. What is the role of this proposed presenter in the presentation?

Dr. Johnson will discuss the origins of the model, facilitate small group exercises, assist with the overview.

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Second Presenter If you do not have a second presenter, move to Part III, Speaker Reimbursement, page 7.

1. Provide contact/background information for the second presenter.

Name: Prefix (Mr./Ms./Dr.): Ms. First: Margaret
Last: Hutzel Suffix (Jr., Sr.): _____
Professional Title: Senior Project Manager
Organization: Ohio University
Branch/Division: Voinovich School of Leadership and Public Affairs
Mail Code: _____
Address: 19 E. Circle Drive

City: Athens State: OH Zip: 45701
Phone: 740-597-2985 Ext. _____ Fax: 740-5973057
E-Mail: hutzel@ohio.edu

2. What type of organization does this presenter represent? *(If more than one choice applies, please select the primary organization this presenter is representing in his/her capacity as a presenter.)*

- | | |
|---|---|
| <input type="checkbox"/> EPA | <input checked="" type="checkbox"/> Academia |
| <input type="checkbox"/> Other Federal Agency | <input type="checkbox"/> Community Member |
| <input type="checkbox"/> State Government | <input type="checkbox"/> Contractor with EPA or Other Government Agency |
| <input type="checkbox"/> Local Government | <input type="checkbox"/> Environmental Justice Organization/Community |
| <input type="checkbox"/> Tribal Government | <input type="checkbox"/> Private Industry |
| <input type="checkbox"/> Other: _____ | |

3. Briefly describe, using **no more than 75 words**, past presentation, training, or public speaking experiences of this presenter. If the presenter has minimal previous experience, please explain why he/she would be an effective presenter/instructor/trainer for this session.

Ms. Hutzel regularly presents to external project stakeholders, she has conducted focus group trainings and has taught at the graduate level. Ms. Hutzel is implementing the high school environmental engagement project.

4. What is the role of this proposed presenter in the presentation?

Ms. Hutzel will help to explain the model, show the video and example reports as well as help facilitate the small group exercises.

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Third Presenter If you do not have a third presenter, move to Part III, Speaker Reimbursement, page 7.

1. Provide contact/background information for the third presenter.

Name: Prefix (Mr./Ms./Dr.): _____ First: _____
Last: _____ Suffix (Jr., Sr.): _____

Professional Title: _____

Organization: _____

Branch/Division: _____

Mail Code: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Ext. _____ Fax: _____

E-Mail: _____

2. What type of organization does this presenter represent? (*If more than one choice applies, please select the primary organization this presenter is representing in his/her capacity as a presenter.*)

- | | |
|---|---|
| <input type="checkbox"/> EPA | <input type="checkbox"/> Academia |
| <input type="checkbox"/> Other Federal Agency | <input type="checkbox"/> Community Member |
| <input type="checkbox"/> State Government | <input type="checkbox"/> Contractor with EPA or Other Government Agency |
| <input type="checkbox"/> Local Government | <input type="checkbox"/> Environmental Justice Organization/Community |
| <input type="checkbox"/> Tribal Government | <input type="checkbox"/> Private Industry |
| <input type="checkbox"/> Other: _____ | |

3. Briefly describe, using **no more than 75 words**, past presentation, training, or public speaking experiences of this presenter. If the presenter has minimal previous experience, please explain why he/she would be an effective presenter/instructor/trainer for this session.

4. What is the role of this proposed presenter in the presentation?

Four or More Presenters

Copy this page and answer questions one through four for each remaining presenter.

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Part III: Speaker Reimbursement Information

EPA, through its conference planning contractor for this event (Environmental Management Support, Inc.), has limited funding available to reimburse the travel-related expenses for *one* presenter (non-federal government presenters only) for each session. These presenters must arrange and *pay for* all their travel-related expenses (airfare, lodging, and food) and will be *reimbursed* for these expenses *after* the conference. Those requesting reimbursement will be notified by May 1, 2013, about whether they will be reimbursed for travel expenses.

1. Do you or a co-presenter need reimbursement?

Note: Only one person per session may be reimbursed (**For non-federal government presenters only**)

- YES**
 NO

If yes, which presenter listed in Part II will require reimbursement? (**Only one presenter per session**)

Presenter's Name: Margaret Hutzel

2. Will you still be able to give this presentation if the presenter listed above is *not* reimbursed for travel expenses? Please select one of the following responses.

- YES - We will be able to give this presentation without being reimbursed for travel-related expenses**
 NO – We will not be able to give this presentation unless the presenter listed above is reimbursed for travel

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Part IV: Submit Your Application

1. **Please read and acknowledge the following statement:**

“With the submission of this proposal, I acknowledge that EPA reserves the right to record any portion of my presentation for later reproduction and distribution to conference participants. I shall provide to conference organizers copies of presentation materials in an electronic format for inclusion on the conference proceedings web page. I also recognize that I am required to register for the conference and, if necessary, pay a conference fee (non-EPA presenters only).”

YES – I have read and agree to conditions stated above

Your Name: Margaret Hutzel/ Lesli Johnson

2. **Please only respond to the question below if you are interested in having your presentation streamed on-line (Please refer to Question 10)**

Do you AND your other presenters consent to having your image, voice, and presentation materials recorded and streamed over the Internet to remote participants AND archived on-line post-conference?

YES
 NO

3. Submit this proposal by ***close-of-business on Friday, February 22, 2013***. We encourage you to email your proposal, if possible. If not, you may also fax or mail your proposal. If you mail the proposal, it must be postmarked by February 22, 2013. Send your proposal to the CI Conference Coordinator at:

Email: ciconference@emsus.com

Fax: 301-589-8487

Mail: Conference Coordinator
Environmental Management Support, Inc.
8601 Georgia Avenue, Suite 500
Silver Spring, MD 20910