



Request for Proposals: 2017 Fall Pre-Conference Workshop

APPAM is seeking to host a workshop on Wednesday, November 1, 2017, just prior to the start of the 2017 Fall Research Conference. APPAM has held several of these workshops in the past with topics ranging from “Microsimulation Models” to “Big Data” to “Teaching Policy Analysis”. For 2017, we want to continue this tradition but we would like APPAM Members to help us drive the content.

We invite all APPAM Members to submit a workshop proposal on an emerging policy area or topic of interest such as methodology, management topics, or timely research. The topic does not have to correspond with the overall Fall Research Conference theme. Proposals are encouraged to be original in design and attract a broad audience of about 150 participants. Proposed workshops may take any format including, but not limited to, hands-on demonstrations or seminar style sessions.

Proposals will be reviewed by APPAM leadership and the APPAM Meetings Committee.

Additional Workshop Logistics

Time and Location –

The pre-conference workshop will be a half-day event on Wednesday, November 1, 2017. The time will be 11:00 am – 4:00 pm. The workshop will be held at the Hyatt Regency Chicago in Chicago, Illinois.

Available Space –

The workshop must fit within the available meeting space. There will be one large, general session room and three smaller breakout rooms available for use.

Meals and Refreshments –

All workshop attendees will receive lunch and have access to at least one coffee break during the event.

Costs and Logistics –

APPAM will cover all costs associated with the workshop, as well as handle all logistics associated with the event. As has been our practice, we will charge an additional registration fee for this workshop, apart from our Fall Conference registration fee. If you would like to have the workshop branded for your organization, workshop sponsorships are available.

Proposal requirements are listed on the following page. All proposals are due to the APPAM office no later than June 16, 2017. For any questions regarding the submission process or the 2017 Fall Research Conference, please contact Tristanne Staudt, tstaudt@appam.org.

Required Information for Submission

1. Workshop Organizer(s)

- Name, Organization, Title, Email Address

2. Workshop Contact Person (if other than the organizer)

- Name, Organization, Title, Email Address

3. Workshop Title

4. Workshop Abstract

- A brief abstract of the proposed workshop (no more than 500 words)

5. Workshop Format

- Description of the format such as general sessions, concurrent sessions, demonstrations, etc. Please include time frames as well.

5. Suggested Panelists

- Names and organizations of the panelists to be invited to speak. Please consider the diversity of participants in respect to race, gender, ethnicity, geography, and organizational affiliation

6. Workshop Objectives, Goals, and Takeaways

- Description of anticipated goals and outcomes for the workshop.

7. Targeted Audience

- Describe the targeted audience and an estimation of the number of participants

8. Relevance

- Does the workshop support the theme of the conference, *Measurement Matters: Better Data for Better Decisions*? If it does not support the theme, how is the workshop timely and relevant to the policy field? Please note that the workshop is not required to tie into the overall conference theme.

Please submit the above information to Tristanne Staudt, tstaudt@appam.org, in PDF form no later than June 16th.