



## 2012 Greenbuild Call for Proposals and Review Process

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The educational program for Greenbuild is developed by the Greenbuild Program Working Group (PWG) with the help of hundreds of volunteers. USGBC solicits session proposals from the public through the USGBC Call for Proposals.

Educational sessions for Greenbuild 2012 are selected using the below process:

**Call for Proposals:** November 14, 2011 - January 13, 2012

USGBC accepts proposals for educational sessions online. Deadline is 4:59 pm EST on Friday, January 13.

**First Round of Review – Volunteers:** February 1 - February 17

All complete submissions are reviewed and scored on a set of six pre-determined criteria by approximately 500 volunteer reviewers. Each submission is reviewed by a minimum of six volunteers. Criteria for 60-Minute sessions (Research and 10-minute sessions have slightly different criteria):

- Thoroughly and effectively addresses current and relevant issues in the green building industry. (5 pts)
- Includes qualified presenters with relevant experience, as demonstrated by presenter bios and speaking experience. (4 pts)
- Session offers unique geographic and professional perspectives and topics. (3 pts)
- Session offers innovative and interactive presentation styles and formats. (3 pts)
- Includes achievable and meaningful learning objectives that will further the participant's education. (3 pts)
- Compelling presentation that you (the reviewer) would want to attend. (2 pts)

**Second Round of Review – Topic Experts:** March 9 - March 28

Topic experts are asked to identify the strongest sessions from the top-rated proposals of the first round in each subject area.

**Third Round of Review – PWG Retreat:** April 18 - April 20

The Program Working Group reviews the sessions that the topic experts rated the highest, selects approximately 100 sessions and organizes them into appropriate tracks for the Greenbuild program.

**Conditional Acceptance and Decline Notifications Sent:** May 14

Session submitters and speakers are notified that their proposal has been conditionally accepted or declined. A full acceptance will be granted once information needed to submit the session for continuing education credit is returned by the submitter or speaker(s).

**Participation Confirmation and CEU Information Deadline:** May 25

All speaker and submitter confirmations are due along with all continuing education information.

**Program Launches:** Early June

The education program goes live on [www.greenbuildexpo.org](http://www.greenbuildexpo.org) in early June.

**Greenbuild 2012:** November 14-16 in San Francisco, CA

For all inquiries regarding the Greenbuild Educational Program, please contact Rina Brulé at [program@usgbc.org](mailto:program@usgbc.org).