



# CITY OF HOUSTON

Parks and Recreation Department  
A CAPRA Accredited Agency

Annise D. Parker

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Mayor

Joe Turner  
Director  
Parks and Recreation Department  
2999 S. Wayside  
Houston, TX 77023

T. 832.395.7000  
F. 832.395.9452  
[www.houstonparks.org](http://www.houstonparks.org)

October 10, 2012

*RE: Program Proposals for NRPA Congress, Houston, TX, October 2013*

Dear Agency/Partner,

The Houston Parks and Recreation Department (HPARD) is honored and excited in the opportunity to showcase our region and parks to the National Recreation and Park Association (NRPA) membership. We are pleased to forward this **“Call for Program Proposals”** for the NRPA Congress and Exposition, being held in October 2013 in Houston, Texas.

NRPA is a national non-profit organization dedicated to advancing park, recreation and conservation efforts that enhance quality of life for all people. Through its network of more than 21,000 recreation and park professionals and citizens, NRPA encourages the promotion of healthy lifestyles, recreation initiatives, and conservation of natural and cultural resources.

The NRPA Congress and Exposition is the flagship event of the park and recreation community. The three-day conference brings together more than 8,000 attendees from all across the United States and Canada and is the single greatest gathering of park and recreation professionals, citizen advocates, partners, supporters and suppliers. The Congress provides attendees with opportunities for education, networking, exploring and debating national issues, and provides a showcase of goods and services of nearly 400 exhibitors relating to the field of parks and recreation.

The City of Houston will welcome the arrival of the NRPA Annual Congress and Expo on October 8-10, 2013 at the George R. Brown Convention Center. HPARD will serve as NRPA Local Host Committee (LHC) and work in conjunction with the Greater Houston Convention and Visitors Bureau and Houston First to welcome the 2013 Congress and Expo to Houston and the George R. Brown Convention Center.

Please review the details regarding Program Proposal submittals:

## **NRPA Issues Call for Sessions Proposals**

NRPA is inviting all interested speakers to submit an education session proposal for our annual conference, seminars, online webinars, and/or online chats. They are seeking dynamic speakers and leaders who can share knowledge, experience, and best practice techniques related to the work of parks and recreation. It is recommended that you review all of the information listed below prior to submitting your proposal.

NRPA is accepting proposals for concurrent sessions, which take place in 1.25 hours, 2.25 hours and 3.25 hours time blocks. You must submit session proposals through the online submission form.

### **AUDIENCE INFORMATION**

The goal is to fulfill the educational needs of our diverse audience by providing a selection of relevant topics addressed by top-notch presenters. NRPA learning event attendees represent a broad spectrum of people who are engaged in the park and recreation field, from entry level employees and university educators to middle managers and executive level park and recreation professionals. People come from a variety of communities and programs, so their perspectives and challenges vary greatly. The audience also reflects a range of experience levels, from longtime NRPA members to people who are just starting to investigate the park and recreation profession. Session proposals that are relevant to a cross-section of members are more likely to be selected.

### **WHO SHOULD CONSIDER SUBMITTING PROPOSALS?**

- Park and recreation professionals
- Park and recreation educators and related educators
- Park and recreation students
- Park and recreation vendors, contractors and related groups
- Professional speakers
- Anyone else interested in sharing their knowledge with park and recreation professionals
- Presenters should have experience speaking at state, regional or national conferences, schools or seminars

## **SELECTION CRITERIA**

NRPA seeks to fulfill the educational needs of our diverse audience by creating a balanced program that is comprehensive and reflects a multitude of perspectives. They will select sessions based on their contribution to the following criteria.

1. Overall quality of the proposal
2. Focused and well-defined topic
3. Timeliness of topic
4. Relevance to the park and recreation profession
5. Practical application of material
6. Presentation skill of the proposed speaker(s)
7. Applicability to a national audience

## **TIMELINE**

Proposal will be accepted for the seminars, online webinars, and chats on an on-going basis. The timeline for our annual conference is listed below. Please note: Dates in this section are subject to change.

### **2013 NRPA Congress & Exposition - Houston, TX**

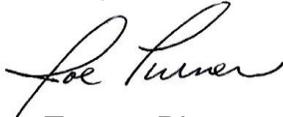
- **Proposal Deadline - November 16, 2012**
- Proposal Review - December 2012 – February 2013
- Proposal Notifications - End of March 2013
- Final Speaker Changes Due - July 5, 2013
- Audio/Visual Changes Due - July 5, 2013
- Presentations and/or Handouts Due - August 9, 2012
- Event Dates - October 8-10, 2012

To be part of this competitive selection process, you must complete an Online Program Proposal Submittal at this link: <http://www.nrpa.org/proposals> .

Should you have any questions regarding the process, or developing your submittal, please contact Debra Lathan, Local Host Committee Co-Chair and Program Committee Member, at [debra.lathan@houstontx.gov](mailto:debra.lathan@houstontx.gov) or (832) 395-7269.

We look forward to your Program Proposal submittal and seeing you at NRPA Congress and Exposition in Houston 2013.

Sincerely,

A handwritten signature in black ink that reads "Joe Turner". The signature is written in a cursive, flowing style.

Joe Turner, Director  
Houston Parks and Recreation Department

cc: Debra Lathan