

**AEOE Statewide Conference 2026**  
**Workshop Presenter Application Form Questions**

*If you would like to work on your workshop proposal offline or invite collaborators, the application questions are shared below. Please download or make a copy of this document.*

Workshop slots are 60 minutes. Workshops are intended to increase the knowledge and skills of our conference participants. Please don't use this as an opportunity to market your program or promote your materials. If you are interested in the latter, please contact our Executive Director at [director@aeoe.org](mailto:director@aeoe.org) to discuss sponsoring/tabling at the event.

\* = required

**Email Address \***

**Lead presenter name \***

**Additional presenter name(s) – if applicable**

**Organization or work site**

**Lead presenter email address \***

**Lead presenter phone number**

**Have you presented at an AEOE conference before? \***

- Yes, I have presented this workshop at an AEOE conference in the past
- Yes, I have presented at an AEOE conference, but it was on a different topic
- No, I have never presented at an AEOE conference before

**Attendance \***

- I will attend the whole conference (check-in opens Friday night and the conference runs all day Saturday through lunch on Sunday).
- I will just be there on Saturday (note that workshop presenters are required to register for the conference and minimum registration is for Saturday only).

**Please include a 1-2 sentence personal bio for the conference program. \***

**Workshop Title (please keep this under ten words) \***

**Workshop Description \***

Please provide a 3-4 sentence description of your workshop as you would like it shown in the conference program. What will participants gain or learn? What teaching methods and activities (discussion, hands-on, lecture, collaborative, round-table, etc.) will you use? (Note: this may be used in promoting the conference as well as the conference schedule)

**Conference Theme: *Stronger Together*****Workshop Strand (select one) \***

See [aeoe.org/Conference-Workshops-2026](https://aeoe.org/Conference-Workshops-2026) for more detailed information on topics that could be included within each strand.

- Traditional Ecological Knowledge & Sense of Place
- Accessibility & Inclusion
- Leadership
- Outdoor & Environmental Education 101 - Foundational Skills

*\* Note that equity and inclusion are expected to be incorporated into every workshop*

**How does your workshop incorporate or address equity and inclusion?  
(Note: this is for internal use only and will not be shared publicly) \*****Type of Workshop: \***

- Experiential/interactive
- Discussion/round table
- Panel presentation
- Lecture/presentation (note that this format is less desirable)

**Please list 2-3 of your workshop goals/objectives.** What will participants learn or do? (Note: this is for internal use only and will not be shared publicly) \*

**Workshop Outline**

Please write a brief outline to help the workshop reviewers further understand the scope of your workshop. (Note: this is for internal use only and will not be shared publicly) \*

**Max # of Participants** (if unlimited write "no limit") \*

**Suggested Audience** (multi-select) \*

- Outdoor Practitioners (Novice)
- Outdoor Practitioners (Experienced)

- K-12 Teachers
- Museum/Zoo/Aquarium Educators
- Early Childhood Educators
- Management/Supervisors
- Higher Ed Instructors

**Workshop Timeslot 1st Choice \***

Saturday AM / Saturday PM / Sunday AM / Any - I'm flexible

**Workshop Timeslot 2nd Choice \***

Saturday AM / Saturday PM / Sunday AM / Any - I'm flexible

**If you need one particular time please explain why** (i.e. only attending Sunday)

**Do you need to charge a materials fee?** (Note that you will be responsible for collecting this on site.) \*

Yes / No

Amount \$ per person (if applicable):

**Optimal location** (Note: Indoor spaces are extremely limited and cannot be guaranteed. Screens and projectors may not be available.) \*

Indoors / outdoors / either

**Please share any other needs for your workshop** (i.e. playing field, indoor with seating, gymnasium, trail access, electricity, etc.)

If your workshop requires a specific kind of space, please let us know, and we will try to accommodate you as best we can. Most of our workshop spaces are outdoors. If using audio/visual equipment, please plan on bringing your own. Note: We will do our best to accommodate your requests, but special requests cannot be guaranteed.

**Agreement of terms:**

- I understand that if my workshop is accepted only the Lead Presenter will receive a registration discount. \*
- I understand that if I fail to register with the promo code provided to me by the Workshop Coordinator that I will forfeit my discount and there will be no refunds after the fact. \*
- I understand that I MUST register for the conference on or before the early registration deadline (March 1, 2024) or my workshop will be cancelled. \*