



NEW YORK RURAL WATER ASSOCIATION, INC.

Call For Presentation Form

NYRWA's 47th Annual Technical Training Workshop & Exhibition
May 18, 2026 - May 20, 2026, in Verona, NY

We are meeting at the Turning Stone Resort & Conference Center in Verona, NY. If you would like to do a one/two-hour presentation, please complete this request form. We will contact you at a later date to confirm the details and get you involved in the Annual Technical Training Workshop schedule.

Thank you for your interest and support of the Association.

Deadline for submissions is October 1, 2025 - Email: nyrwa@nyruralwater.org

Please Type

Presenter Name: _____ Presenter Title: _____

Company/System/Agency: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone #: _____ Fax #: _____

****Please provide a *brief* title and description of your presentation (as required by NYS DEC / NYS DOH) please include a short speaker bio below, use additional sheets of paper as needed. ****

Presentation Title: _____

Length of Presentation: 1 hour ☐ 2 hour ☐ (*please check one*)

Type (Please check all that apply): Water ☐ Wastewater ☐ Dual ☐

PE ☐ (for *PE credit only*, please submit the required information listed on the next page)

Is this a new presentation? YES ☐ NO ☐

Can you provide copies of the presentation materials prior to the conference? YES ☐ NO ☐

Audio/Visual Equipment Needed: Data Projector ☐ Laptop ☐ Overhead ☐ Other _____

Brief Description: _____

Speaker Bio: _____

For PE Credit Requests ONLY, you must provide:

Outline of Presentation for course

- The outline must have sufficient detail to demonstrate the technical content of the material and the amount of actual instruction time.
- A timed agenda showing what will be discussed throughout the session should be provided.
- A timed agenda is **REQUIRED** with all applications requesting 2 or more PDH credits.

All presentation materials (PowerPoint, handouts, etc.)

- The Full and Final presentation must be provided. No changes or alterations can be accepted once submitted.
- Power Point Presentations should include enough slides to cover time slot.
- The presentations must be substantively technical in nature.
- Use of logos or branding should be kept to a minimum *(i.e. first and last slide of a presentation)*.
- Product comparison may be acceptable only if technical in nature.

Professional bio or resume for each speaker/presenter

- If having multiple speakers/presenters, bios or resumes must be submitted for all.

Assessment of Learning

- **IMPORTANT:** Whether your Assessment of Learning is either a Q&A, Test, or Polling, it MUST be embedded within the presentation. 5-10 questions are recommended. **It is no longer acceptable to be on a separate document.**
- If you are using a structured Q & A, the list of questions to pose to the participants MUST be embedded into the presentation. A minimum of 4-5 questions per 1 PDH course is recommended. Adding 2-3 questions per additional PDH is requested.