

2023 MAEOE Conference

Learn Green, Live Green: Be Green

RFP Instructions

Would you like to submit a Request for Proposal (RFP) for the 2023 MAEOE conference *Learn Green, Live Green: Be Green*? The Conference Committee has worked hard to streamline the process, but there are still some things you should know before completing your RFP. Please read below for more information.

1. The conference will be held at the **Princess Royale in Ocean City, MD from February 2-5, 2023**.
2. The RFP will be submitted via this [Google Form](#). Read the entire form before you begin.
3. Choose a strand for your presentation. We encourage you to emphasize how you incorporate technology, Next Generation Science Standards (**NGSS**), Science, Technology, Engineering, and Mathematics Science (**STEM**), Technology, Engineering, Arts, and Mathematics (**STEAM**), Diversity, Equity, Inclusion, Justice, and Accessibility (**DEIJA**), and Environmental Education (**EE**) standards into your curriculum.
 - **Strand 1 - Capacity Building:** This strand focuses on developing a sense of place in people. Of particular interest to conference attendees is how to reach under-served communities, increase diversity, encourage higher female participation in the sciences or outdoor activities, and expand outreach efforts to local communities.
 - **Strand 2 - Agriculture Education:** This strand focuses on the connections between agricultural and environmental education. School gardens, connecting students with the agricultural community, the economics of farming, farm-to-table, and green jobs are potential topics. Activities involving NGSS, STEM or STEAM, and EE standards for classroom instruction and outdoor experiences would be of interest.
 - **Strand 3 - Natural History:** This strand focuses on how the natural world functions. Topics could include sessions on climate change, conservation, ecology, human impact on the natural world, green jobs, and stewardship. Also of interest is a more focused look at the science behind certain species or a more in-depth exploration of a topic.
 - **Strand 4 - Greening Maryland's Schools:** This strand focuses on "green" actions that schools, individuals, centers, or agencies could take as they move towards greening their programs and offerings. Suggestions for improving energy or water conservation, activities to involve students or the community, ways to reduce your carbon footprint, creating healthy school environments, and developing and maintaining school plantings would be appropriate.
 - **Strand 5 - Tips & Tricks from the Field:** The focus of this strand is sharing practical ways to engage and empower individuals in indoor and outdoor activities that focus on some aspect of environmental education or environmental issues. The use of technology, established curriculum materials, success stories, and proven engagement activities would be of interest.
4. Decide what type of session you intend to present.
 - **Friday Pre-Conference Workshop:** These pre-conference sessions are designed to deliver activities and lessons that would not be accommodated in the 60 or 130-minute slots on Friday. There are two options for the Friday workshops:

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- Half Day (3 hours AM or PM) or
 - Full Day (6 hours)

 - **Saturday Session:** These sessions cover various topics and give teachers and educators exposure to lessons, tips, and best practices. There are two options for the Saturday sessions:
 - 60-minutes (approximately) or
 - 130-minutes (approximately)

 - **Saturday “Lightning” Round:** For this session, 2-3 presentations on similar topics will be paired. In this format, each presenter will have approximately 20 minutes.

 - **Field Trip/Experience:** Traditionally field trips were offered on Sunday morning to give conference attendees something fun to do on their trip home. In recent years some of these activities have really become more of a learning experience than just a “tourist” experience. If you are interested in providing a field experience that falls heavy on education, please consider offering it on Friday afternoon for people to do on their way to Ocean City.
5. All presenters **MUST PROVIDE** their own laptops. MAEOE will continue to provide screens and projectors in each room. If you are using an Apple product, please bring your own adaptor to connect it to the projector.
 6. All RFPs must be submitted by **5 pm on September 30, 2023**. You will be notified by mid-October if your presentation is accepted.
 7. If your presentation is selected you must register to attend the conference. Early Bird registration fees are the lowest available prices available for attendance at the conference.

Should you have any other questions please don't hesitate to contact:
conference@maeoe.org