

# MAEOE at 40: Celebrating Nature, Education, and the Outdoors, TOGETHER

## RFP Instructions:

Are you interested in submitting a Request for Proposal (RFP) for the 2025 MAEOE conference? This year marks a significant milestone as we celebrate the 40th Anniversary of the MAEOE Conference! Join us at the Princess Royale Hotel in Ocean City, MD, for a memorable event filled with innovative sessions, inspiring speakers, and exciting networking opportunities. Don't miss your chance to be a part of this special celebration and contribute to the future of environmental education in Maryland.

Please read the following instructions carefully for details on how to submit your RFP. **The submission deadline is midnight on Monday, September 30, 2024.**

- The conference will be held at the **Princess Royale, Ocean City, MD from February 6-9, 2025.**
- The RFP will be submitted via this [Google Form](#). Read the entire form before you begin.

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## Submit an RFP for a Pre-conference Workshop on Thursday, February 6, or Friday, February 7

### Pre-conference Workshops:

**Focus:** Sustainable School Districts and Schools

- **Day One:** Engage with district leaders, practitioners, and specialists as they discuss high-impact sustainability practices.
- **Day Two:** Explore ways to integrate curriculum with environmental impact at the district and school levels.

### Pre-Conference Day One: Be Part of the Change: Sustainable Thursday at the MAEOE Conference!

**Date:** Thursday, February 6, 2025

**Time:** 10:00 AM - 5:30 PM

Join us for a day of learning, sharing, and collaboration as we move towards a more sustainable future for our schools and communities! Thursday will feature presentations on high-impact sustainability topics that can significantly reduce environmental footprints and improve ecological health. Be a part of driving large-scale environmental change and ensuring a sustainable future.

#### Topics can include:

- Energy Efficiency and Renewable Energy
- Water Conservation
- Sustainable Transportation
- Air Quality Improvement
- Food Deserts and Sustainable Agriculture

- Waste Reduction and Recycling
- Climate Change Mitigation and Adaptation
- Sustainable Building and Urban Development
  - Biodiversity and Ecosystem Preservation and Restoration
  - Community and Educational Initiatives
  - Food Waste Reduction and Food Recovery
  - Funding (sources and funding strategies)

**Audience:**

- District-level professionals (including, administrators, principals, curriculum specialists, and environmental literacy liaisons, facilities directors, energy, sustainability, transportation, food management leaders)
- Service providers
- Middle and high school students, by special invitation to participate and present

**Pre-Conference Day Two: Shaping the Next 25 Years: Green School Friday at the MAEOE Conference!**

**Date:** Friday, February 7, 2025

**Time:** 8:30 AM – 4:45 PM

Explore the future of Green Schools at the 40th Annual MAEOE Conference! Join us for Green School Friday, where we'll look ahead to the next 25 years of sustainability in education. The day will feature inspiring sessions on climate action, green careers, youth leadership, stewardship, and high-quality professional development.

RFPs should offer **interactive workshops and sessions** that dive deep into topics like youth voice, climate action, and more. Consider submitting 2-hour or 3-hour workshops that incorporate strands from Thursday or Saturday, highlighting examples of high-impact sustainability, integrating environmental education into the curriculum, and offering quality professional development. These sessions should also explore how non-formal providers can remain relevant and provide high-quality instructional materials.

**Submit an RFP for the Traditional MAEOE Conference on Saturday, February 8**

**Date:** Saturday, February 8, 2025

**Session Times:** 8:00 AM - 6:00 PM

**1. Choose a strand for your presentation from the list below.**

We encourage you to emphasize how you incorporate sustainability and well-being, Diversity, Equity, Inclusion, Justice, and Accessibility (**DEIJA**), and Environmental Education (**EE**) into your programs.

- **Natural History and Science, Including Climate Change**

This strand explores how the natural world functions, focusing on topics such as climate change,

conservation, ecology, and human impact. It may also include in-depth examinations of specific species or detailed explorations of environmental topics.

- **Greening Maryland's Schools**

This strand highlights actionable steps that schools, individuals, environmental/nature centers, or agencies can take to enhance their environmental programs and practices. Topics of interest include improving energy and water conservation, involving students and the community, reducing carbon footprints, creating healthy school environments, and developing and maintaining school plantings.

- **Healthy Kids, Healthy Communities**

This strand investigates the connections between environmental education, children's health, and community well-being. It focuses on how outdoor activities, green spaces, and sustainability practices promote physical and mental health in youth, contributing to healthier and more resilient communities. Sessions will offer strategies for integrating environmental initiatives in schools and neighborhoods, showcase successful programs, and provide actionable insights for educators, parents, and community leaders.

- **Agricultural Education**

This strand examines the intersection of agricultural and environmental education. Topics include school gardens, student engagement with the agricultural community, the economics of farming, farm-to-table initiatives, and green jobs. It encourages discussions on integrating NGSS, STEM or STEAM, and environmental education standards for both classroom instruction and outdoor experiences.

- **Building Capacity for the Future of Environmental Education**

This strand delves into how technology and other innovations are transforming environmental education (EE). It explores future tools and strategies for preparing for the next 40 years. Sessions will focus on emerging trends, anticipated changes, and how technology and other advancements will shape the future of EE.

- **Tips and Tricks from the Field**

This strand offers practical methods for engaging and empowering individuals through indoor and outdoor environmental education activities. Topics include the use of technology, established curriculum materials, success stories, and effective engagement strategies.

## 2. Decide what type of session you intend to present.

- **Thursday & Friday Pre-Conference Workshops:**

- **Overview:** Workshops, panels, and networking opportunities specifically designed for school and district leaders, practitioners, and specialists, with a focus on sustainable schools districts and schools

- **Thursday Workshop Lengths: 45 minutes or 90 minutes**

- **Thursday Audience:** Engage with district leaders, practitioners, and specialists as they discuss high-impact sustainability practices.

- **Friday Workshops Lengths: 60 minutes or 180 minutes in the afternoon**

- **Friday Audience:** Explore ways to integrate curriculum with environmental impact at the district and school levels.
  - **Saturday Conference Sessions:**
    - **Saturday Workshop Lengths:** 60 minutes or 130 minutes (approximately); 130 minute presentation must include a 10-minute break.
    - **Saturday “Lightning” Round:** 2-3 presentations on related topics will be paired together, each presenter will have approximately 20 minutes.
    - **Saturday Audience:** Connect with fellow educators, professionals, students, higher education faculty dedicated to environmental education and sustainability.
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### Submit an RFP for a Field Experience on Friday, February 7 or Sunday, February 9

Field experiences are 1-2 hours long and are available on Friday afternoon or Sunday morning. These are brief, off-site excursions for attendees traveling to or from the conference. *If your field experience is 3 hours or longer and includes instructional methodologies, it should be submitted as a workshop proposal instead.*

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### ALL PRESENTERS

- 1) All presenters **MUST PROVIDE** their own laptops and projectors. MAEOE will provide screens and electricity in each room.
- 2) All RFPs must be submitted by **midnight on Monday, September 30, 2024.** You will be notified by the end of October if your presentation is accepted.
- 3) 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.
- 4) You may have up to three presenters who can receive the presenter discount.
- 5) Presenter discounts will only be available through Early Bird Registration.

If you have any questions, reach out at [conference@maeoe.org](mailto:conference@maeoe.org).