

Request For Proposals

Submission Deadline: October 31, 2017

Twenty-Fourth Annual Northwest Dispute Resolution Conference

Thursday, March 22, 2018; 10:30 a.m. – 5:15 p.m.

Friday, March 23, 2018; 9:00 a.m. – 3:30 p.m.

University of Washington

Seattle, Washington

Proposal Form

Please submit your proposal in Microsoft Word format (or other text-based file format) using this form. Do not submit read-only PDFs. If you have more than one proposal, use a separate form for each. All written information submitted may be used by the NWDR Conference Planning Committee to make programming decisions and for use in published promotional materials. Please take care to edit your submission carefully.

1. Presenter(s)

Please provide the information requested below. If your proposal includes more than one presenter, copy and complete this page separately for each program presenter and identify one of the presenters as the coordinator of your program.

Name: Click here to enter text.

Presenter and Coordinator (single contact)

Presenter

Coordinator

Organization: Click here to enter text.

Address: Click here to enter text.

Telephone: Click here to enter text.

Email: Click here to enter text.

Website: Click here to enter text.

Biography (Max. 150 words):

Any biographical information you provide may be used in conference materials, if your proposal is accepted. You may also submit a CV as an attachment to supplement your biographical information.

Click here to enter text.

Prior Presentation Experience:

Describe relevant past experience for the committee to consider. You may insert URL links or attach a separate page.

Click here to enter text.

2. **Proposed Program**

Preferred Length (select one):

- 60 Minutes 75 Minutes

Acceptable Length (select all that apply):

- 60 Minutes 75 Minutes

Emphasis area(s) of your program (select all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Advocacy | <input type="checkbox"/> Government |
| <input type="checkbox"/> Arbitration | <input type="checkbox"/> Intercultural/Diversity |
| <input type="checkbox"/> Arbitration Practice Tips | <input type="checkbox"/> International |
| <input type="checkbox"/> Business/Commercial | <input type="checkbox"/> Land Use & Environmental |
| <input type="checkbox"/> Cloud-Based Case Management | <input type="checkbox"/> Legal Representation in Mediation |
| <input type="checkbox"/> Communication | <input type="checkbox"/> Mediation |
| <input type="checkbox"/> Community Mediation | <input type="checkbox"/> Mediation of the Litigated Case |
| <input type="checkbox"/> Conciliation | <input type="checkbox"/> Mediation Practice Tips |
| <input type="checkbox"/> Conflict Theory | <input type="checkbox"/> Negotiation |
| <input type="checkbox"/> Divorce & Family Mediation | <input type="checkbox"/> Neuroscience |
| <input type="checkbox"/> Elder Mediation | <input type="checkbox"/> Ombuds |
| <input type="checkbox"/> Employment/Workplace | <input type="checkbox"/> Online Dispute Resolution (ODR) |
| <input type="checkbox"/> Ethics | <input type="checkbox"/> Public Policy |
| <input type="checkbox"/> Facilitation | <input type="checkbox"/> Social Justice |
| <input type="checkbox"/> General Practical Theory | <input type="checkbox"/> Wills, Trusts & Estate Mediation |
|
<input type="checkbox"/> Other: Click here to enter text. | |

Program Title:

Please provide three (3) alternative program titles for use in conference materials (15-word maximum per title).

Click here to enter text.

Program Description:

Please provide a short program description for use in conference materials (50-word maximum).

Click here to enter text.

You may provide a more detailed description of your program, no longer than one page, to more fully describe your proposal to the committee (and which may be used in conference materials).

Click here to enter text.

Has the proposed program been presented before?

Yes No

If yes, where and when? [Click here to enter text.](#)

Have any presenters for this program spoken at a prior Northwest Dispute Resolution Conference?

Yes No

If yes, whom, where and when? [Click here to enter text.](#)

Program level (select all that apply):

- Basic Intermediate Advanced

Intended audience (select all that apply):

- Arbitrators Insurance Claims Representatives
 Attorneys Mediators
 Community/volunteer mediators Ombudsmen
 ER / HR Professionals Other Neutrals
 Other: [Click here to enter text.](#)

3. Presentation Style (select all that apply):

- Solo Presentation and Discussion Hybrid
 Solo Presentation
 Panel Presentation
 Panel Discussion
 Roundtable Sessions
 Highly Interactive
 Other: [Click here to enter text.](#)

4. Audio/Visual and Technology Requirements

[Click here to enter text.](#)

5. Written Materials:

If your proposal is accepted you will be required to submit written materials in order for your session to qualify for Continuing Legal Education (CLE) credits. **Your written materials will be due no later than January 15, 2018.** Please submit your materials in Microsoft Word format (not read-only PDF). You are strongly encouraged to include Power Point files, which will be used to pre-load your presentation for your use. Attendees often request access to Power Point presentations. If you choose to use Power Point, please either submit a copy with your written materials or bring hard copies to distribute at your presentation. All materials will be converted to PDF format before they are included in our electronic conference materials.

Please describe your proposed written materials:

Click here to enter text.

Notification of Selection

The NWDR Conference Planning Committee will review all proposals received **by Tuesday, October 31, 2017**. Everyone submitting a proposal will be notified of their status by late December 2017.

Send your proposal by e-mail to:

`kkline@uw.edu`

Note: your e-mail subject line must read: "NWDR Conference RFP"*

*If you don't have e-mail, you may fax your RFP to 206-685-3929, Attn: Kathy Kline.