



## EDUCATIONAL SESSION PROPOSAL

KRPA Annual Conference and Trade Show  
January 19-21, 2022 at the Hilton Garden Inn,  
Manhattan, KS

Each section of this form must be completed (typed only) and sent to the appropriate branch by **May 3rd** for the session to be considered. Branch representatives will contact speakers to confirm or decline session proposals. The KRPA Office will finalize all contractual arrangements with selected paid speakers.

**SPEAKER INFORMATION:** (Required) Attach a resume for each speaker. This is required for CEU's.

\*Commercial companies **MUST** be a conference exhibitor at the \$625 or higher level to present a session.

FULL NAME: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

SHORT BIO:

**SECOND SPEAKER** (Optional) FULL NAME: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

SHORT BIO:

**SESSION TITLE:** \_\_\_\_\_

**SESSION DESCRIPTION** (add pages as needed):

**SPEAKER REQUIREMENTS:** (check all that apply)

(Speakers who are members of KRPA, employed in the field of parks and recreation, employed in park law enforcement in Kansas, or commercial companies are not eligible for honorarium, expense reimbursement or waiver of registration fees.)

Fee/Honorarium \$ \_\_\_\_\_

Mileage \$ \_\_\_\_\_

Lodging (Dates \_\_\_\_\_) \$ \_\_\_\_\_

If needed, would you be able to do your presentation virtually?

YES

NO

**SPEAKER REQUIREMENTS: (check all that apply)**

**AUDIO VISUAL:**

- Computer
- Internet connection
- Flip chart
- No A/V needed
- Projector Connections Needed:
- Other:

\* Projector and Screen Provided

**ROOM SETUP:**

- Theater Style Seating
- Other:

**Session Lenth:**

1 Hour

Other: \_\_\_\_\_

**DAY/TIME CHOICES (Please check one)**

Wednesday Afternoon

Thursday Morning  
Thursday Afternoon

Friday Morning

**SUBMITTED BY**

FULL NAME: \_\_\_\_\_

AGENCY/ORGANIZATION: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

**MODERATOR**

FULL NAME: \_\_\_\_\_

AGENCY: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

**SUBMIT THIS FORM TO THE BRANCH CHAIR BELOW THAT PERTAINS TO YOUR SESSION TOPIC**

*Administrative Branch*

Susan Mong- Susan.Mong@jocogov.org

*Sports Branch*

Trent Buchman- tbuchman@bluevalleyrec.org

*Park and Natural Resources Branch*

Danny Huntsinger - dhuntsinger@lenexa.com

*Wellness Branch*

Ted Nelson- tnelson@hutchrec.com

*Aquatic Branch*

Jennifer Wegener- jwegener@emporiarec.org

*Park Law Enforcement Branch*

Levi Gantenbein- levi.gantenbein@ks.gov

*Recreation Branch*

Jennifer Smith- jsmith@missionks.org

*General*

Erika Devore- erika@krpa.org

**COMMITTEE USE ONLY**

**DAY/TIME SESSION ASSIGNED:** \_\_\_\_\_

**SESSION APPROVED BY:** \_\_\_\_\_

**DATE SPEAKER(S) NOTIFIED:** \_\_\_\_\_