

## Call for Topics - 2026 Annual Conference Workshops

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The APT Conferences Committee and each year's Local Conference Committee (LCC) frequently receive suggestions for workshop topics. To ensure that all ideas are heard, there is a diversity of topics covered and proposals are vetted, there is a formal submission and review process.

APT Standing and Technical Committees are invited to submit proposals for Workshops for upcoming APT Conference(s). Collaboration among all APT members is essential and encouraged. All topics will be considered, but preference will be given to those that support the most current year's Conference theme.

The theme and dates of the 2026 Annual Conference will be:

**The Crossroads of Preservation: Where Industry and Craft Come Together**  
**October 26 - 30, 2026; Indianapolis, Indiana, US**

### Submission Process Overview

Proposals will be developed, reviewed, and finalized in a multi-step process:

#### Step 1

Submit your Workshop Proposals to the APT Conferences Committee using [this form](#). Submissions are due by **February 16, 2025**. Please note, workshops aim to be income producing activities. Coordinators are tasked with cost coverage / cost reduction across the workshop activities where possible. If your workshop has any anticipated large expenses, please note them in the form.

Please note, proposals must include:

- a. Sponsoring committee
- b. Primary contact(s) (event coordinator) and contact information
- c. Proposed Workshop Title and duration
- d. Expected Number of Attendees
- e. Topic description (250 – 400 words)
- f. Outline of Activities (include sequence with any special equipment or space requests)
- g. Key facilitators and whether they have agreed to participate
  - i. List name, credentials, affiliation and pertinent experience to proposed topic
- h. Estimated quantity and skill level of target audience (introductory, intermediate, expert)
- i. Preliminary CEU learning objectives (4)
- j. Has this topic been discussed in a previous/workshop conference? If so, when?

#### Step 2

The APT Conferences Committee, in partnership with the Local Conference Committee, will review and select the proposals that promise to benefit Conference participants. They will consider the following:

- Timeliness of the topic/value to participants
- Uniqueness of the topic and how it challenges participants to learn new techniques
- Emphasis on the technology of preservation
- Expertise of facilitators
- Balance of classroom and hands-on learning
- Whether identified skill level is supported by objectives and facilitator expertise

Proposal submitters will be notified by March 16, 2026 as to whether they are invited to develop a full abstract. Proposals not selected will be retained for future consideration.

### Step 3

Fully developed abstracts will be due approximately one month after notification, at which time you will receive a Workshop Planner in which to submit confirmed details about your Workshop, including:

- Final title
- Detailed and final event description
- Final CEU learning objectives (4)
- HSW justification (if applicable)
- Confirmed facilitator names, credentials and affiliations, contact information
- Draft agenda (see example, below)
- List of collaborating affiliates (e.g.: AIA HRC, CAHP, other APT committees)
- Possible funding sources outside of the APT Conference budget (e.g.: can you identify sponsors/underwriters?)

### Draft Agenda Template

#### Day 1

Morning	Topics, facilitators, location (classroom or in the field)
Lunch	Coordinated by APT
Afternoon	Topics, facilitators, location (classroom or in the field)

#### Day 2 (if appropriate)

Morning	Topics, facilitators, location (classroom or in the field)
Lunch	Coordinated by APT
Afternoon	Topics, facilitators, location (classroom or in the field)

### Questions?

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