



LEAD THE FUTURE OF WATER

WEFTEC.ORG ● ● ● ●

NEW ORLEANS, LA

CONFERENCE: Oct. 5–9

EXHIBITION: Oct. 7–9

New Orleans Morial
Convention Center

WEFTEC 2024 CALL FOR CONTENT

SHARE YOUR KNOWLEDGE

CONTRIBUTE TO THE WATER STORY

The WEFTEC Program Community is excited to announce their new Call for Content for WEFTEC 2024, the premier annual water event.

Whether you work “inside the fence” at a treatment facility, or “outside the fence” in the watershed or community, WEFTEC is your opportunity to push the boundaries and make an impact on the water environment. WEF is looking for water sector leaders, disruptors, idea generators, problem solvers, and creative thinkers, like you.

This is your chance to share your challenges, solutions, and ideas. Be the catalyst for change and help someone think outside the box at WEFTEC 2024, October 5-9, 2024, New Orleans Morial Convention Center, Louisiana, USA.

We highly recommend submitters use this packet as a guide on best submission practices.

If you have any questions or experience any issues, please reach out to the WEFTEC Education Team at speakers@wef.org.

THE CALL

The 2024 Call for Content will consist of completely new submission topics. Please review all topics carefully to ensure you submit to the correct one.



Only one topic can be selected for each submission.

Advanced Water Treatment

- Micro-Constituents, Contaminants of Emerging Concern & Trace Organics - Industrial
- Micro-Constituents, Contaminants of Emerging Concern & Trace Organics – Municipal
- Treatment for Reuse & Potable Reuse- Industrial
- Treatment for Reuse & Potable Reuse- Municipal

Industrial Treatment

- Anaerobic, High Strength Wastewater
- Industrial Source Control & Waste Minimization
- Membrane Applications
- Specific Inorganic Constituent Removal
- Treatment Issues by Manufacturing Sector

People, Management & the Big Picture

- Circular Water Economy & Sustainability - Energy Management
- Circular Water Economy & Sustainability - Water, Energy, Food Nexus
- Circular Water Economy & Sustainability – Circular Water Economy
- Climate Change Adaptation and Mitigation
- Public Health
- Resilience & Safety
- Societal Aspects- Coordinated Infrastructure and Social Programs
- Societal Aspects- DE&I
- Societal Aspects- ESG
- Societal Aspects- Water Equity
- Utility Management - Effective Utility Management
- Utility Management- Business Organization & Technology Transformation
- Utility Management- Management & Workforce
- Utility Management- Project Delivery
- Utility Management- Public Communications & Outreach

Research & Innovation

- Research & Innovation

Solids Handling and Treatment

- Biogas & Energy Recovery
- Biosolids & Residuals Treatment

Systems & Resource Management

- Air Quality & Odor Management
- Asset Management, Program Development & Reliability Strategies
- Collection Systems
- CSO & SSO Planning and Mitigation
- Decentralized Systems & Management - Rural Wastewater Management
- Decentralized Systems & Management - Small Communities Treatment & Management
- Reuse Systems & Management

Water Resource Recovery Facilities

- Liquid Stream Treatment- Mainstream Nutrient Removal Fundamentals & Applications
- Liquid Stream Treatment Technology - Low Carbon/Energy Mainstream Nutrient Removal
- Liquid Stream Treatment Technology - Secondary & Advanced Treatment
- Liquid Stream Treatment Technology- Disinfection
- Liquid Stream Treatment Technology- Low Carbon Footprint Mainstream Treatment
- Liquid Stream Treatment Technology- Preliminary & Primary Treatment
- Liquid Stream Treatment Technology- Sidestream & Alternative Nutrient Removal & Recovery
- Optimization of Operations - Instrumentation, Process Control & Intelligent Water Systems
- Optimization of Operations- Chemical and Energy Use Reduction
- Optimization of Operations- Modeling and Digital Twins

Watershed, Stormwater & Water Resource Protection

- Coastal and Ocean Issues
- One Water Management
- Regulatory & Permitting
- Stormwater
- Watershed Management

10 THINGS TO KNOW BEFORE SUBMISSION

WEF Membership is not required for submission.

Non-WEF Members are welcome and encouraged to submit to WEFTEC 2024. If you need assistance submitting as a non-member, please contact speakers@wef.org.



Submissions should not be a sales pitch.



Submissions mentioning equipment should include the manufacturers of the equipment as authors/co-authors.

There is no limit on the number of abstracts or proposals that can be submitted by an individual, company, organization, or institution. However, each submission should only be submitted once.

Do not submit the same abstract/proposal or similar abstracts/proposals to different topics. Duplicate abstracts/proposals will be discounted.



Do not wait until the last minute to upload your submission.

Password resets and other login issues can take up to 24 hours to resolve. If you are not able to log in and cannot submit by the deadline, your submission will not be accepted.



Accepted submissions will be required to submit a full technical paper in July for the WEFTEC 2024 conference proceedings.



Accepted submissions should expect their presentations to be included in interactive technical sessions.

Speakers should be aware that it is likely for their session to include engagement with the audience including but not limited to discussion breaks, breakout groups, and polling questions.

All technical session speakers, moderators, and facilitators must register as attendees for WEFTEC 2024.

Speakers, moderators, and facilitators are responsible for all travel and lodging expenses, including conference registration fees.



All submissions must meet the 400-word minimum and must not exceed 5,500 (abstract) or 7,000 (session proposal) characters to be considered for the technical program.



The official language of WEFTEC is English.

TIMELINE

January 15, 2024

All submissions must be finalized within the speaker portal by 11:59pm Eastern.

January – February 2024

WEFTEC Program Community will review and score all submissions.

March – April 2024

WEFTEC Program Community develops technical sessions to be held during WEFTEC 2024 using accepted submissions.

Late April – May 2024

- All submitters are notified of submission acceptance or rejection.
- Accepted authors must confirm participation in WEFTEC 2024.

**Session agendas should be reviewed before committing to speak. Some agendas will include engagement with attendees and shortened presentation times.*

July

All accepted authors must submit a full technical paper for the WEFTEC 2024 conference proceedings.

**Final acceptance into the technical program is contingent upon receipt of final paper.*

August

All technical paper authors and co-authors must provide an electronic signature for the WEF license agreement for the paper to be included in the proceedings.



All submissions must be finalized by the January 15th deadline.

The submission review process begins immediately after the deadline. Therefore, late submissions are not accepted under any circumstances.



SUBMISSION TYPES

All interested parties can submit an individual abstract or a session proposal for the WEFTEC 2024 technical program. Technical sessions will be formed using the accepted submissions.

Individual Abstract

All abstract submissions should include an author, co-author, and a maximum of two speakers. The abstract itself cannot exceed 5,500 characters.

Accepted individual abstract submissions will be paired with 1-2 other individual abstract submissions to develop one technical session.

Accepted abstract authors should expect to coordinate with the other authors in their technical session.



Each accepted abstract will be assigned a presentation time based on the format of their session. Speakers should expect presentation time to be as short as five minutes or as long as fifteen minutes. Presentation times are shared immediately upon acceptance into the technical program.



Session Proposal

All session proposals should consist of a maximum of three speakers, two facilitators, and a completed agenda (60 to 90 minutes). Agendas must have a cohesive theme or topic with the goal to encourage knowledge exchange or development. Proposals must incorporate attendee interaction.



Accepted session proposal submissions will become a complete technical session. Accepted proposal facilitators should expect to coordinate with program community members to finalize the session's agenda and attendee engagement activities before WEFTEC 2024.

Proposal speakers and facilitators should not all represent the same utility or organization but should come from different backgrounds and experiences. This includes not having all clients from one consulting organization or manufacturer.

TIPS TO FOLLOW DURING SUBMISSION

The following fields are included in the submission process. Please review the fields and any tips or suggestions provided before submitting.

Individual Abstract

Title of Presentation *(required)*

1. Title should be no more than 10 words.
2. Title should capitalize each word. Do not use all caps.

Author(s) *(required)*

1. Remember to credit any equipment manufacturers, engineers, or others involved in the project described as co-authors. For example, if a specific piece of machinery was used the manufacturer should be included as a co-author.
2. Assigned speaker(s) should be either the primary author or co-author(s).

Abstract *(required)*

Submitters will not be allowed to upload a document. Abstract must be copied and pasted into the submission field.

1. Minimum of 400 words, Maximum of 5,500 characters
2. Do not include presentation title, authors, references, or keywords in abstract.
3. Do not attempt to copy and paste headers or footers into the system.
4. Abstracts should clearly define the objectives, status, methodology, findings, and significance of the investigation, project, program, or study.
5. Abstract should include relevant project data and research. Do not submit general write up without accompanying data.

References/Sources

Topic *(required)*

Keywords *(required)*

Additional Information *(required)*

Images and Tables

All images, photos, or tables must be uploaded in the corresponding field within the system.

1. Put any excel tables into .jpg or .png format before uploading.
2. Recommended: Images and tables should be no more than 650 pixels wide and 900 pixels high.
3. Always check the preview tab to make sure your images are readable.

Preview

Finalize *(required)*



Session Proposal

Title *(required)*

1. The title should be short and sweet. 10 words or less.

Session Participants *(required)*

Recommended maximums for each presenter role.

- Lead Facilitator (1)
- Assistant Facilitator (2)
- Speakers (3)

Session Overview *(required)*

Short overview of the session proposal. If submission is accepted, this will appear in the mobile app. Consider this marketing your session.

Session Description *(required)*

1. Should not exceed the 7,000-character limit.
2. Tell the reviewers why these presentations belong together and how they build upon each other.
3. Discuss the attendee engagement activities and how they will encourage adult learning while integrating with the speaker presentations.
4. Highlight the benefits of attending your session.
5. Should not be a sales pitch.

Learning Objectives *(required)*

1. Each submission should include a minimum of three learning objectives.
2. Objectives should inform what knowledge attendees will be able to learn during your session and take back to their own organization.

Topic *(required)*

Session Agenda *(required)*

Images and Tables

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1. Put any excel tables into .jpg or .png format before uploading.
2. Recommended: Images and tables should be no more than 650 pixels wide and 900 pixels high.
3. Always check the preview tab to make sure your images are readable.

Preview

Finalize *(required)*

SUBMISSION REVIEW AND SCORING CRITERIA

While using a blind review process, the reviewers will score both individual abstracts and session proposals based on the following criteria. Typically, less than 50% of the submissions are accepted into the technical program. Submitters should take the time to ensure all submissions meet or exceed the scoring criteria.



Applicability

Submission provides concepts, context setting, or lessons learned that are transferable/usable.

- For session proposals, this is **25%** of the score.
- For abstracts, this is **30%** of the score.



Results and Outcomes

Submission provides information supporting lessons learned and proof of concepts, lessons learned, or context.

- For session proposals, this is **30%** of the score.
- For abstracts, this is **40%** of the score.



Audience Appeal

Submission provides new concepts, ideas, hot topics, or a novel application of concept. The idea has not been presented at WEFTEC in the past.

- For session proposals, this is **25%** of the score.
- For abstracts, this is **30%** of the score.



Concept Integration & Activities

Submission walks the reviewer through the session layout, ensures cohesive participant experience, and includes meaningful points of engagement (interactive activities) that support adult learning.

- For session proposals, this is **20%** of the score.

