



CRWA Abstract Submission Guidelines Overview

The California Rural Water Association (CRWA) invites professionals, educators, and experts in the water and wastewater industry to submit abstracts for consideration in our upcoming training sessions, conferences, and educational events. We are seeking presentations that provide valuable, non-commercial educational content designed to enhance the skills and knowledge of water and wastewater professionals across the state.

Submission Deadline

All abstracts must be submitted **before February 1st** for consideration in the upcoming year's training calendar.

Eligible Topics

Submissions should align with CRWA's educational mission and must meet the following criteria:

- **Educational Focus:** Content must be designed to support learning and professional development within the water and wastewater industry.
- **Credit Eligibility:** Topics should be suitable for awarding continuing education units (CEUs) or contact hours, and SWRCB Contact Hours.
- **Non-Commercial Content:** Presentations may not be sales-driven or promotional in nature. Product or service demonstrations intended to solicit sales will not be accepted.

Selection Process

CRWA carefully evaluates all submissions to ensure high-quality, relevant educational content for our members. Selection priority is as follows:

1. **CRWA Technical and Training Staff** presentations are given first consideration.
2. **CRWA Preferred Providers** are reviewed next for available program slots.
3. **Third-Party Presenters** are considered when space and scheduling allow. Decisions are based on:
 - **Relevance and level of interest** to our audience
 - **Scheduling feasibility** and event timing
 - **Educational value** of the topic
 - **Adherence to non-commercial standards**

Target Audience

Our audience represents a broad cross-section of the water and wastewater industry, including:

- Utility operators and field staff
- Supervisors and managers
- System board members and administrators
- Office and support personnel
- Technical professionals and engineers

Presentations should be tailored to one or more of these groups and designed to deliver practical, applicable knowledge.



California

Rural Water Association

Questions about this confirmation, please contact:
Candice Jackson, Training Coordinator
Email: candicej@calruralwater.org

Submission Requirements

Each abstract should include the following information:

1. **Presentation Title**
2. **Presenter Name(s), Title(s), and Organization(s)**
3. **Contact Information** (email and phone)
4. **Abstract (250–300 words)** summarizing learning objectives, key points, and intended outcomes
5. **Session Length** (typically 60–90 minutes)
6. **Target Audience**
7. **Audio/Visual or Equipment Needs** (if applicable)

How to Submit

Please email your completed abstract submission to:

Candice Jackson

California Rural Water Association

 candicej@calruralwater.org

 **(916) 283-8502**

For questions or additional information, please contact Candice directly.