

WEFTEC 2025

CALL FOR CONTENT

Are you a water sector professional? Does your work have a connection with water, water availability or water quality? Then the Water Environment Federation's annual Technical and Education Conference (WEFTEC) is for you! We are excited to announce the Call for Content for this premier annual water event.

With over 20,000 attendees, from utility leaders to manufacturers, WEFTEC is your opportunity to shape the Circular Water Economy discourse and the water sector in general. WEF is seeking water sector leaders, disruptors, idea generators, problem solvers, and creative thinkers, like you.

In this packet, you'll learn all the best practices to ensure your submission complies with WEF's standards and requirements. (see page 5)

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

THE CALL

The 2025 Call for Content consists of new submission topics. Please review all topics carefully to ensure you submit to the correct one. For an appendix of topics and themes, go to pages 9-10.

To submit: <https://ww2.aievolution.com/wef2501>



10 THINGS TO KNOW BEFORE SUBMITTING

1. WEF Membership is not required for submission.

Non-WEF Members are welcome and encouraged to submit to WEFTEC 2025.

2. Submissions should not be a sales pitch.

3. Submissions that reference specific equipment should list the equipment manufacturers as authors or co-authors.

4. 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 or similar abstract/proposals to different topics. Duplicate abstracts/proposals will be rejected.

5. Please do not submit material that has been presented numerous times prior or will be presented prior to WEFTEC.

The goal of the Program Community is to present the newest and most relevant content to participants. The exception would be a fundamentals submission.

6. Authors of accepted submissions will be required to provide a complete technical paper by July for inclusion in the conference proceedings.

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

Speakers should note that it is likely their session will involve engagement with the audience, including but not limited to facilitated discussions, breakout groups, and panel discussions.

8. All technical session speakers, moderators, and facilitators must register as attendees for WEFTEC 2025.

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

9. 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.

10. The official language of WEFTEC is English.

SUBMISSION TYPES

Individual Abstract

1. All abstract submissions should include an author, co-author, and a maximum of two speakers. The abstract itself cannot exceed 5,500 characters.
2. Accepted individual abstract submissions will be paired with 1-2 other individual abstract submissions to develop one technical session. Accepted abstract authors must coordinate with the other authors in their technical session.
3. Each accepted abstract will be assigned a presentation time based on the format of their session. Speakers can 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.
4. Accepted abstracts can be expected to participate in an interactive activity as well to help facilitate adult learning.

Session Proposal

1. All session proposals should consist of a maximum of three speakers, two facilitators, and a complete agenda (60 to 90 minutes). Agendas must have a cohesive theme or topic with the goal of encouraging knowledge exchange or development. Proposals must incorporate attendee interaction.
2. Accepted session proposals will become a complete technical session. Proposal facilitators will coordinate with program community members to finalize the session's agenda and attendee engagement activities before WEFTEC 2025.
3. 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.

SUBMISSION REQUIREMENTS

The following fields are included in the submission process. Review the fields and any requirements provided before submitting.

Individual Abstract

Title of Presentation

- The title should be no more than 10 words. It should be short and direct.
- The title should capitalize each word. Do not use all caps.

Author(s)

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

Abstract

- Minimum of 400 words, Maximum of 5,500 characters.
- Abstracts cannot include presentation title, authors, references, or keywords in the abstract.
- Abstracts should clearly define the objectives, status, methodology, findings, and significance of the investigation, project, program, or study.
- Abstracts should include relevant project data and research. Do not submit a general write-up without accompanying data.

References/Sources – (*optional*) Must be separate and not included in abstract text.

Topic – Select 1 that best fits your submission.

Theme (*optional*) – Select 1 theme that best fits your submission, if relevant.

Keywords – Provide up to five.

Additional Information

Images and Tables (*optional*)

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

Preview (*optional*)

Finalize - Check the box on the page to submit.

SUBMISSION REQUIREMENTS

Session Proposal

Title

- The title should be no more than 10 words. It should be short and direct.
- The title should capitalize each word. Do not use all caps.

Session Participants - Recommended maximums for each presenter role.

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

Session Overview

- Short overview of the session proposal. Think of this as marketing material for your session.

Session Description

- Should not exceed the 7,000-character limit.
- Provide the following Information:
 - a. Short Presentation Abstracts (no affiliation or names should be associated with each presentation). You can say Speaker 1 will cover X.
 - b. Tell the reviewers WHY the presentations belong together and how they build upon each other.
 - c. Describe the participant engagement activities and explain how they facilitate learning and complement the presentations.
 - d. Highlight the benefit to participants attending this session.

Learning Objectives

- Each submission should include a minimum of three learning objectives.
- Objectives should outline the knowledge attendees will gain during your session and apply within their own organizations.
- Learning objectives should never use the word “learn”.

Topic –Select 1 that best fits your submission.

Theme (*optional*) – Select 1 theme that best fits your submission, if relevant.

SUBMISSION REQUIREMENTS

Session Proposal (continued)

Session Agenda

Images and Tables (*optional*)

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

Preview (*optional*)

Finalize

SUBMISSION REVIEW AND SCORING CRITERIA

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



Applicability

The 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

The 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

The 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

The 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.

TIMELINE

January 15, 2025: Submission Deadline

All submissions must be finalized in the speaker portal by 9:00am EASTERN.



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

January – February 2025

WEFTEC Program Community will review and score all submissions.

March – April 2025

WEFTEC Program Community develops technical sessions to be held during WEFTEC 2025 using accepted submissions.

Late April – May 2025

- All submitters are notified of acceptance or rejection.
- Accepted authors must confirm participation in WEFTEC 2025.
**Session agendas should be reviewed before committing to speak. Some agendas will include engagement with attendees and shortened presentation times.*

Early July

All accepted authors must submit a full technical paper for the WEFTEC 2025 conference proceedings.

August

All authors and co-authors must submit an electronic signature for the WEF license agreement to include technical papers in the proceedings



2025 Abstract/Proposal Topics:

- Advanced Water Treatment and Reuse
- Air Quality & Odor Management
- Asset Management, Program Development & Reliability Strategies
- Biogas & Energy Recovery
- Biosolids & Residuals
- Contaminants of Emerging Concern & Trace Organics
- Climate Change Adaptation and Resilience
- Collection Systems
- Disinfection & Public Health
- DE&I, ESG & Water Equity
- Effective Utility Management
- Industrial Treatment (All topics related to industrial sites)
- Liquid Stream Treatment Technology – Preliminary, Primary, and Wet Weather Treatment
- Liquid Stream Treatment Technology - Secondary & Tertiary Treatment
- Liquid Stream Treatment – Nutrient Removal and Recovery
- Optimization of Municipal Facility Operations
- Process Control and Modeling
- Project Delivery
- Public Communications & Outreach
- Research - Specifically an abstract in this topic should do the following:
 - Propose a Hypothesis: Clearly state the hypothesis or research question.
 - Test Against Experiments or Models: Describe the methodology used to test the hypothesis, including any experiments or models.
 - Advance Knowledge: Demonstrate how the research advances knowledge in the field.
- Small Communities, Decentralized Systems & Management
- Stormwater
- Watershed Management
- Workforce & Safety

2025 Optional Themes

Selecting a theme is optional.

Themes tie to the [WEF Strategic Plan](#) and are as follows:

Circular Water Economy

Community

Global

Workforce