Attachment A: Conference Committee Planning Questions for Grantees and Youth – Question Bank for Grantee Planning Conference Calls

An agenda will be sent to grantees prior to each of the five planning sessions. The agenda will include the questions to be covered and the following statement:

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Note: This is the universe of potential questions during all sessions. Participants will only respond to select, relevant questions based on interest or background.

General Conference Questions

- Thinking about a conference or larger meeting that you have attended in the past year: What were aspects of the conference you really enjoyed and found to be applicable to your work or experiences? What would you have changed about the conference?
- Thinking about the last in-person conference you attended: What was the best part? What would you add that was missing?
- If you have ever attended a hybrid conference: What are some lessons learned that you can share with the group?
- What are your recommendations on creative ways to make the conference a positive experience for attendees?
- What auxiliary activities might be good to include in the conference?
- How might we showcase grantees' successes at the conference?
- How might we improve the quality of the of workshops offered at the conference?
- How might we recruit an expanded number of diverse workshop presenters to submit abstracts for the conference?
- How can we ensure we are including leading edge researchers and practitioners in the conference who are working to support and enhance adolescent health and well-being?
- How might we maximize youth and grantee participation in the conference?
- What conference tracks would be most helpful for you as you navigate the conference?
- As you consider the learning opportunities that you found beneficial for yourself and others at previous APP conferences, what conference tracks should we include this year?
- What would be 1-2 great songs for the conference playlist (given the theme)?
- What is your favorite song for bringing energy into the conference?
- How might we incorporate informal networking among grantees throughout the conference?

- How might we support grantees who are new to the APP Program and have never been to an in-person conference?
- How can we make a hybrid conference engaging?
- How might we incorporate asynchronous content?
- How can we encourage different types of break out presentations?
- What length for presentations should we offer this year?

Formal Networking Session Questions

- How might we structure networking sessions to be most helpful for grantees?
    - What are specific topical areas we should use to organize networking sessions?
    - Would regional networking be helpful for grantees?
    - What are ways we can encourage informal connections and build partnerships across grantees?
    - What are good icebreakers and/or questions we could use to encourage more sharing and communication among grantees?

Conference Theme

- What themes might resonate most with you and other grantees this year?
- How might we identify a theme that will advance the concept of equity and apply to all grantees?
- How should the theme inform the visual design?

- *What did you like or not like about previous conference designs?*
- *What comes to mind when you think about the upcoming conference theme?*
- *What adjectives would you use to describe the tone and personality of the meeting brand?*
- *What colors and imagery should we avoid in the visual design?*

Conference Speakers

- Thinking about the APP grantees and the theme, who can you recommend as high-quality opening or closing keynote speakers?
- What qualities should we consider when selecting a speaker?
- What kind of opening and closing keynote presentations should we consider?
- Thinking about some of your favorite conferences, what made the keynote information particularly good?

Visual Design Session Questions

- What did you like most about the visual design last year?
- What words are associated with the conference theme that can inform the visual design?
- Which visual design do you find most appealing?
    - Why or why not?
- Which color palette do you find most appealing?

- How might we improve this visual design?

Youth Participation

- How might we best engage youth for the youth plenary session?
- How might we best learn from youth during the youth plenary session?
- What are other ways that we might involve youth in the conference this year?

Exhibitors and Developers
- What worked well about the exhibitor and developer hall last year?
- What exhibitors and developers are you most interested in hearing from at the 2024 conference?

Conference Debrief Questions

- What went well?
    - What should we keep doing?
    - What should we celebrate?
    - Where did we have more success than previous years?

- What could have gone better?
    - Where did we have problems?
    - What was frustrating?
    - What could have made it more effective or engaging?

- What ideas do you have?
    - What ideas do you have for future conferences?
    - Where do you see opportunities to improve?
    - What has untapped potential?

- How should we take action for next year?
    - What do you believe we should do next year?
    - What specific things should we change?
    - What is a recommendation for future conferences?