

## ATD 2025 OrgDev Conference FAQs

1. How do I create an account?
  - a. Click “Create Account” on the [Call for Proposals \(CFP\) Site](#).
2. How do I save an in-progress proposal?
  - a. Complete the task first or you will lose all of the data you have entered. Then click “Save Submission.”
3. How do I submit a proposal?
  - a. Go to the [submission website](#) and submit a proposal by March 28, 2025.
4. How do I withdraw a proposal?
  - a. Click to view the “[how to](#).”
5. When will I find out if my proposal has been accepted?
  - a. Mid-Late May 2025. These dates can also be found on the website on the [proposal timeline page](#).
6. Will I get paid to speak?
  - a. ATD is a nonprofit educational association with a responsibility to its members to carefully manage its resources. Speakers receive two hotel nights and one complimentary full conference registration for this event.
7. Will I receive an email confirmation once I submit a proposal?
  - a. Yes, you will receive an email confirmation for each proposal submitted.
8. Can I add and/or change a speaker at a later date?
  - a. No, all speakers must be included in the original submission. The submissions are reviewed by program advisors and will be judged based on that submission and speakers.
9. How can I receive a copy of my proposal?
  - a. Log in to the submission site and click “Preview Proposal” located below your proposal title. Next, click “Print.” You’ll have the option to either print your proposal or save it as a PDF.
10. How many proposals can I submit?
  - a. You may submit up to two (2) proposals per individual or company. If more than two (2) proposals are submitted per individual or company, we will only consider the first two (2) submitted.
11. When are submissions due and can I get an extension?
  - a. Proposals are due March 28, 2025, at 11:59 PM ET. Incomplete submissions will not be reviewed, and we are unable to offer any extensions due to our tight deadline.
12. Do I have to be an ATD member to submit a proposal?
  - a. No, you do not need to be an ATD member to submit a proposal.