

November ATD Updates

Prepare for the Upcoming CARE Submission Deadline

It's time to start thinking about CARE! The survey submission deadline is January 31, 2026; however, submit by January 16 to be entered in a raffle to win a complimentary ALC registration for your chapter. Survey links were sent to each chapter's CARE contact last month. Any questions? Reach out to your chapter's [NAC](#) or [CRS](#)!

Submit Your Chapter's Board Roster by December 31

To streamline record updates for the new year, the deadline for submitting your chapter's 2026 board roster will be December 31. Submitting by the deadline is a requirement for CARE achievement. Chapters that submit by December 15 will be entered into a lottery for a Professional Plus membership. Submit [via the online form](#) using the [board roster template](#).

Win Recognition for Your Local Chapter

The Chapter Excellence Awards application is now live! Each year, ATD recognizes chapters' achievements in key areas of chapter operations. To learn more about the process and access the application, visit [td.org/cea](#). Applications are **due March 2, 2026**. More information is available below.

Submit a Proposal for ALC 2026

The ALC RFP [submission form](#) is now live! Chapter leaders interested in presenting at ALC should **submit a proposal by December 21** for consideration. This is a great opportunity to share your expertise, hone your presentation skills, and give back to the ATD chapter community. Continue reading below for additional information.

Submit a Proposal to Present at ALC 2026

The annual ATD Chapter Leaders Conference (ALC) brings together chapter leaders from across the country. Current and incoming board members will network with fellow chapter leaders and share best practices for running an ATD chapter. **This year's ALC will take place in conjunction with ATD26 on May 15–16, 2026, in Los Angeles, California.** More information is coming soon.

The ALC RFP is officially live! Interested chapter leaders should [submit their proposal here](#). The ALC 2026 RFP process will run until **December 21, 2025**.

Looking for more information on how to submit or best practices for submission? Watch this [short informational video](#), which reviews the submission process and offers step-by-step guidance on crafting a strong proposal.

New in 2025, the ALC Program Advisory Committee (PAC) will also be hosting two **optional 30-minute ALC RFP Office Hours sessions**. These are informal drop-in sessions where you can ask questions, get clarification, and talk through your proposal ideas directly with ALC PAC members. Join the conversation via the links below:

- Friday, November 14: 1:30 p.m. ET – [join here!](#)
- Monday, December 1: 3:30 p.m. ET – [join here!](#)

Speaking at ALC is a wonderful opportunity to share your expertise, hone your presentation skills, and make a meaningful impact on ATD's chapter community. If you have questions regarding ALC proposal submissions, please contact Jocalyn Lombardi at jlombardi@td.org.

Prepare for Chapter Affiliation Requirements (CARE) Submission

This month, Chapter Services will send each chapter's designated CARE contact a unique link to access the submission portal. To ensure your chapter is prepared, create a plan with the board to submit CARE on time. Leverage the [CARE resources](#) to support you through the submission process.

The CARE survey submission deadline is **January 31, 2026**. If you submit the survey by the **early deadline of January 16, 2026**, your chapter will be entered into a raffle to win a prize.

ATD Chapter Services will host drop-in office hours to answer any questions regarding your chapter's CARE submission or the new CARE survey platform. Register ahead of time to block time on your calendar! Please find the schedule and access links below:

- Tuesday, November 18, 2–4 p.m. ET – [Register here!](#)
- Wednesday, December 10, 2–4 p.m. ET – [Register here!](#)
- Thursday, January 8, 2–4 p.m. ET – [Register here!](#)
- Wednesday, January 21, 2–4 p.m. ET – [Register here!](#)

If you cannot attend office hours and have questions regarding your chapter's CARE submission, please contact your [Chapter Relations Specialist](#).

Apply for the 2025 Chapter Excellence Awards

Don't miss the opportunity to win recognition and a cash prize for your chapter! Each year, ATD recognizes chapters' achievements in key areas of chapter operations. This year, Chapter Services is excited to recognize chapter excellence in the following categories: **chapter innovation, community impact, commitment to DEI, operational excellence, and membership engagement**. To be recognized in these categories, chapters must complete the corresponding application.

Awards will continue to be given to chapters to recognize the overall **highest joint membership percentage and net joint membership growth**. No application is required for consideration in these categories.

The application for the 2025 Chapter Excellence Awards is available here. Please **submit by March 2, 2026**, to be considered. This year's awards recognize chapter initiatives that took place in 2025. Chapters can submit to multiple categories as long as each submission is for a different program or project. Chapters must be CARE-achieved for 2025 to win and can only win one award per year (excluding joint membership awards). Winning chapters will be recognized at the ATD Chapter Leader Conference and receive a \$1,000 cash prize.

Chapter Teams for ATD26

Whether attending in person or virtually, form a team of at least five chapter members to access **discounted registration rates for ATD26**. Once your chapter has identified five attendees, submit [this form](#) to set up the team. The chapter's CRSS will then provide the chapter with a unique code to use during registration.

Save the Date for Employee Learning Week

Employee Learning Week (ELW) is ATD's annual campaign highlighting the connection between learning and organizational results. Every year, chapters participate by hosting special programming, sharing resources, and more. This year, ELW will take place from **December 1–5, 2025**. Start planning your chapter's celebration and access marketing materials [here](#).

Innovation & Recognition



NORTHEAST FLORIDA CHAPTER
Association for Talent Development

Chapter of the Month: Northeast Florida

In 2025, the Northeast Florida Chapter hosted "Future Forward," a dynamic full-day engagement event that united private, public, and corporate L&OD practitioners to prepare for an innovative and locally evolving future. Featuring insights from the federal, state, and local leaders alongside industry experts, the event explored emerging trends such as artificial intelligence and machine learning while offering practical strategies for future readiness. The program attracted 78 paid attendees, secured four new sponsors totaling \$5,000, and achieved an average satisfaction rating of 4.28 out of 5, thereby strengthening the chapter's reputation as a provider of high-impact, future-focused professional development. [Read more here](#).

Sharing Our Success (SOS)

The SOS program helps chapters improve by sharing and finding easy-to-use ideas, resources, and practices. Submit your chapter's best practice to gain recognition, share your knowledge, measure your accomplishments against established criteria, and be considered for a Chapter of the Month award. [Learn more and submit here](#).

Chapter Essentials

Connect With Fellow Chapter Leaders

Join us in the [ATD Chapter Leaders Group in the ATD Community](#) to share resources, ask questions, and celebrate successes with other chapter leaders. Please note that you must be an active chapter leader with a national ATD membership to participate in this group.

Looking for Assistance?

[Chapter Leader Community](#) [Chapter Services](#) [National Advisors for Chapters](#)