

REQUEST FOR SESSION PRESENTERS

Thank you for your interest in submitting a session proposal for the 2025 NARA Annual Licensing Seminar. The National Association for Regulatory Administration (NARA) is seeking session proposals for Seminar content related to human care licensing including, but not limited to, adult residential and assisted living, adult day care, child care, and child welfare. Proposals should highlight this year's theme, **"Anchored in Excellence: Improving the Lives of Others."** This year's theme highlights the commitment of regulatory professionals to prioritize protection through prevention even amid waves of change.

Proposals can be submitted online at www.naralicensing.org.

NARA encourages submissions for panels and collaborative presentations as well, particularly those that address multiple disciplines of licensing.

The length of the presentation will be 75 minutes, which includes time for Q&A.

The deadline for submissions is Friday, April 25, 2025.

Please note that all presenters at this event agree to provide NARA complete ownership rights to all recordings and materials associated with this specific presentation including presentation slides, handouts, etc. to distribute, post, and resell the recordings and related content at NARA's sole discretion. This release does not entitle NARA to the intellectual property associated with the presentation.

One presenter per session may register using the discounted presenter rate, however all presenters are expected to be registered attendees for Seminar.

Please be prepared to submit the following information to complete the Seminar RFP.

1. Provide the contact information for the lead presenter including name, agency/company, title, city, state, country, email address, and phone number.
2. What is the title of your session? Limit 10 words.
3. Please provide a session description of 200 words or less.
4. Please select the discipline(s) addressed by your presentation and/or the audience for which it is intended. Presentations that address multiple disciplines or are intended for multiple audiences are encouraged.
 - a. Child Care
 - b. Child Welfare
 - c. Adult Care
 - d. New Regulatory Staff
 - e. Supervisory Licensing Staff
 - f. Tenured Licensing Staff
 - g. Other (Please specify.)

5. How will your presentation address this year's theme "**Anchored in Excellence: Improving the Lives of Others?**"
6. NARA's Seminar is a hybrid event. Sessions are presented live and in-person and virtual participants may choose from a combination of live-streamed and pre-recorded sessions through NARA's Seminar app. **Please note that ALL presenters are required to pre-record their session.** How do you plan to attend Seminar this year?
 - a. I am attending in-person and would like my proposal to be considered for a live and in-person session. All in-person sessions will also be recorded and made available to participants through NARA's Seminar app. **Please note that advance recording of your session is required.**
 - b. I am attending virtually this year and would like my proposal to be considered for a pre-recorded only session.
7. If selected to present, I, along with any co-presenters, agree to pre-record my session and further agree to provide NARA complete ownership rights to all recordings and materials associated with this specific presentation including presentation slides, handouts, etc. to distribute, post, and resell the recordings and related content at NARA's sole discretion. This release does not entitle NARA to the intellectual property associated with the presentation. Yes or No?
8. I have read and agree that my presentation will be in accordance with [NARA's Artificial Intelligence and Emerging Technologies Policy](#). Yes or No?
9. What made you decide to submit a proposal this year?
 - a. A NARA member invited me to submit a proposal.
 - i. Please provide the name of the NARA member.
 - b. I have attended Seminar in the past.
 - c. My agency/colleagues encouraged me to submit a proposal.
 - d. I have presented a session at Seminar or as a webinar for NARA in the past.
 - e. Other
10. Share a short biography for the lead presenter. Limit 200 words.
11. Has the lead presenter presented at a NARA Seminar before?
12. Do you have any co-presenters or panelists? If so, contact information and a short biography are required for each co-presenter.

Visit www.naralicensing.org to submit your proposal.