

CALL FOR PRESENTERS

Thank you for your interest in sharing your knowledge with the family business community. We are accepting proposals for our **2024 Education Calendar** until **September 15, 2023**. The first round of presenter reviews will take place this fall. If opportunities for additional sessions remain, we will re-open the call for presenters later this year. Please email submissions to **fbc@louisville.edu** with subject line: **2024 PRESENTATION PROPOSAL**.

☐ **Contact Information**

Please include: name, title, organization(s) represented (for all parties if this is a joint or panel presentation), email, phone, and address.

☐ **Overview of the Session**

Include: topic and working title, 150-word overview of the session, learning objectives, and key takeaways from the session.

☐ **Availability and Session Length**

What is your availability? Are there certain months of the year that would be ideal? If selected, we will work with you on the exact date and time. What is the proposed length of this session (60 minutes, 90 minutes, etc.)

☐ **Biography**

Submit a biography for each proposed speaker. Please list prior speaking engagements on this topic in 2023. Do you plan to offer a similar session to other groups in 2024? Include any additional supporting documents or information you feel may be relevant (white papers, handouts, referrals, videos, etc.)

☐ **Target Demographic**

What is your target demographic for this session (example: CEO/Next Generation, target company size, transitioning families, families new to the FBC community, industry, etc.)?

☐ **A/V and Additional Needs/Requests**

Please identify A/V or additional needs for this session. Do you have any fees expected to be covered by the Family Business Center for this event (travel expenses, honorarium, etc.)?

Presenters will be notified of selection or requests for additional information by November 1, 2023. The Family Business Center team will then work with selected presenters to determine date and location for the session as part of the 2024 calendar. Please contact our office regarding any questions.

PLEASE NOTE: All sessions should be informational in nature. The Family Business Center has a strict NO SOLICITATION policy, which should be maintained in presentations to our membership.