



2025 Disability Inclusion Summit

Call for Speakers

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Call for speakers

The 2025 Disability Inclusion Summit is seeking dynamic speakers to deliver bold learning sessions that align with the theme of *'Diving Deeper, Taking Action'*. Our day will be bookended by dynamic and interactive keynote sessions. We have limited speaker sessions to fill, so please be as thorough and descriptive as possible in your proposals for the best chance at selection.

About our Conference

This unique hybrid event will focus on advancing disability inclusion in the workplace, marketplace and beyond with intentional, deep learning sessions. In addition to keynote speakers, this event will offer choices of learning sessions on a range of topics relevant to the theme and objective of providing actionable information to the attendees.

The 2025 Disability Inclusion Summit will take place in-person at The Diamond Conference Center in Kansas City, MO and virtually on September 25, 2025. All speakers will be in-person. The day will have opening and closing keynotes. The event will include a disability centered book fair and ice cream social with Golden Scoop. We will welcome attendees to gather for a social networking event at the conclusion of the day.

The Disability Inclusion Summit will be the premier meeting ground for professionals, practitioners and thought leaders from across the globe in the areas of HR, Talent, Workplace Culture, ERG/BRGs, Compliance and other areas of practice. The professionals represent many industries, and include representatives and practitioners from corporate business, educational institutions, government and not-for-profit organizations from across the U.S and other countries. The 2024 event welcomed 318 Attendees, from 153 Companies, 22 States and 3 Countries. With our new venue location, the anticipated audience for 2025 is 200 in-person and 125+ virtual attendees. They will participate in this annual conference to hear from recognized experts to gain tangible and actionable insights that position them to impact and advance disability inclusion efforts in their professional work.

Conference Benefits

1. The Disability Inclusion Summit consists of one full day of learning, engagement and networking for professionals working in and committed to disability inclusion as well as diversity, equity, inclusion, belonging and accessibility.
2. The Summit draws attendees from a broad cross-section of geography, industries and practices including healthcare, A/E/C, hospitality, higher education, manufacturing, government, transportation, utilities, financial services, technology, and professional services.
3. The Summit provides presenters with an opportunity to demonstrate expertise in their areas of specialization and interest.
4. While all speakers must register for the Conference, there is no registration fee for speakers. Speakers will have full registration to participate in all aspects of the day. Note, however, there will be a maximum of two (2) complimentary registrations per presentation,

and all expenses other than Summit registration (hotel, transportation, etc.) will be the responsibility of all speaker(s).

Instructions for submitting a proposal

If you are interested in presenting at the Disability Inclusion Summit, please click the [“submission form”](#) link at the end of this document.

We are seeking presentations for regular conference breakout sessions. Your submission must convey the relevance between your topic and advancing disability inclusion in the workplace, marketplace and beyond.

You may submit multiple proposals; however, in most cases speakers will be selected for one Summit presentation only. **Do not submit a presentation that was presented at a Summit the last three years – repeat presentations will not be selected.** In addition, we may limit the number of presentations from an organization in order to ensure a diverse array of perspectives. Diversity of thought is an important aspect of this conference and can explain why the same topic is presented by different speakers through different lenses.

Priority in selection will be given to novel and innovative presentations. Interactive audience participation programs would be appreciated. Summit Planning Committee Chairs may authorize limited exceptions.

We strive for disability representation in our speaker line up. Identification as a person with a disability is a valued perspective. While self-disclosure or disability identity, it not required for eligibility or selection, we highly recommend people with disabilities consider submitting to speak.

Session formats and lengths

Formats to choose from:

- Interactive Presentation (solo or co-facilitated 60-75 min) or
- Workshop (75 mins)

The Summit Planning Committee will determine the length of selected speaker sessions based on topics and schedule. All presenters should be prepared to fit a 60 or 75 minute session. All speakers at the Summit shall have the primary objective of providing materials of educational, developmental, and/or strategic value to Summit attendees. Each session must have tangible takeaways for attendees. Your submission should include how attendees at your session will be able to take action with the information you will present.

Presentations MUST NOT include any overt solicitation on behalf of any individual, vendor, product, or commercial activity.

Some example topic areas to consider:

- Non-apparent disability
- Neurodiversity

- Recruiting and retention strategy
- Accommodations
- Accessibility
- Mental health & wellness
- Age, disability and the workforce
- Mentorship
- ERG development & leadership
- Allyship
- Data driven decisions
- Compliance and Regulations
- Ethics and Data
- Self-identification
- Self-disclosure
- Disability myths and biases
- Universal Design
- Non-traditional interviewing
- Collaboration and disability inclusion

Proposal Submission Deadline: Completed proposals MUST be received by no later than end of day on March 21, 2025. Proposals received after 11:59 PM PST will not be considered.

Speaker Notification

The Summit Planning Committee will **notify selected speakers by April 18,,2025**. The Summit Planning Committee reserves the right to select all speakers for the Summit and to withdraw offers to speak at the Summit.

Compensation

If selected as a speaker you will receive a complimentary conference registration for your participation as a session speaker. Travel and lodging costs are the responsibility of the speaker.

Speaker protocol

Objectives

All speakers at the Summit shall have the primary objective of providing materials of educational, developmental, and/or strategic value to Conference attendees. **Each session must have tangible takeaways for attendees.** Presentations MUST NOT include any overt solicitation on behalf of any individual, vendor, product, or commercial activity.

References to materials

If speakers reference materials published by other organizations, they must receive approval to include the detail in their materials. Speakers are responsible for dealing with all copyright issues.

Speaker submission deadlines

Speakers MUST adhere to all submission deadlines set by the Summit Planning Committee. Failure to submit requested materials or meet any submission deadlines may result in materials not being distributed to attendees, revocation of a speaker's complimentary Summit registration fee, and/or revocation of the speaker's selection to present at the Inclusion Summit.

Speaker cancellations

If a selected speaker cannot attend the Summit, the Summit Planning Committee asks for a 60-day notice so that the speaker's slot can be replaced. Speakers may not substitute another speaker without express written consent of the Summit Planning Committee.

Speaker attire

Speakers should adhere to business casual attire that is authentic to their person.

Speaker technology

Speakers should be able to use microphones, laptop computers, and other tools required for their presentations. A slide template will be provided by the Summit Planning Committee in order to ensure accessibility of all content. All videos used in speaker presentations should include closed captioning, and presentation slides should be built using the PowerPoint platform to utilize captioning during the live presentation.

Accommodations

The Summit is sensitive to the needs of speakers who require any type of accommodations. A request for accommodation will have no negative impact on the selection process. Should you need to request accommodations for completing the submission or once selected please contact Meaghan Walls at mwalls@centerfordisabilityinclusion.org. Please use the email subject "Disability Inclusion Summit Accommodation Request".

General Guidelines on presentations

Expectations of speakers

1. Exhibit a high level of professionalism.
2. Deliver an engaging, dynamic learning session.
3. Provide all materials by the designated deadlines, including timely submission of the presentation materials.
4. Begin and end presentations on time and allow for time for questions during or at the end of presentations.
5. Make presentations as interactive as possible.
6. Provide all participants with tangible takeaways.
7. Presentation slides should be built using the PowerPoint platform to utilize captioning during the live presentation.

Speaker representatives

1. Presentation format can be a solo presenter or co-facilitated (max of 2 presenters)
2. Workshop style sessions can include up to 3 people from a team to assist with facilitation and presentation.
3. Additional Speakers: Requests for additional speakers for any particular session beyond the numbers noted above must be approved in advance by the Summit Planning Committee. Authorization for additional people will not affect the maximum number of complimentary registrations, which is capped at two (2) per presentation.

Criteria for Selecting Speakers

Our top priority is for all learning sessions to align with and elevate the impact of the 2025 Disability Inclusion Summit theme of “Diving Deeper, Taking Action”. We strive to offer a balanced schedule of programs to address current and emerging topics relevant to advancing disability inclusion in the workplace, marketplace and beyond.

Speakers should propose topics that will meet the needs and interests of Summit attendees. Presentations should include practical, immediately applicable tools or innovative concepts that Summit attendees can apply to their work.

There is no requirement that speakers have presented before at the Disability Inclusion Summit. We welcome newcomers! Our goal is to find the most effective speakers who can provide interesting, thought-provoking, valuable information to attendees.

The Summit Planning Committee will select speakers for the Summit based on the speaker’s presentation abstract, speaker ability, the importance of the subject matter, and the content value-add that the presentation may bring to the Summit. The Summit Planning Committee intends to provide a variety of speakers and topics to enhance the Summit program and will give particular weight to presentations that are novel and innovative.

We strive for disability representation in our speaker line up. While not required for speaker eligibility or selection, identification as a person with a disability is a valued perspective and we highly recommend people with disabilities consider submitting to speak.

Participation in Summit planning or acting as a sponsor or exhibitor DOES NOT guarantee selection as a speaker. We do not adhere at any time to “pay to play.” Speakers are selected based on the best topics and presentations as decided by the Summit Planning Committee.

There is no guarantee that speakers who presented at a prior Summits will be selected as a speaker for the 2025 Summit.

Speaker Information needed for the proposal

1. Presenter #1
2. Presenter Name (Last, First)

3. Business Title
4. Presenter Company/Organization Name
5. Telephone Number
6. Email Address

Presentation Details

All Presentation Content Fields are mandatory submission fields. If a Presentation Content Field is not completed the submission will be deemed incomplete and will not be considered.

1. Title
2. Presentation description
 - a. Summary of info
 - b. How you will share the info with audience
 - c. Why is the session important and on theme with 'Diving Deeper, Taking Action'
 - d. How will you incorporate audience interaction into your session
3. Abstract (75 words) with at least 3 learning objectives
4. Presenter bio

A/V/P release

I understand that the 2025 Disability Inclusion Summit is a hybrid event with all sessions live streamed to ticketed registrants. If selected to present at the 2025 Disability Inclusion Summit I understand that video, audio and photography for marketing and promotional purposes will be part of the event experience.

By submitting a proposal for consideration I acknowledge irrevocable consent and authorization for the publication and promotional use of any video/audio/photographs created for or at the 2025 Disability Inclusion Summit, in whole or in conjunction with other video/audio/photographs in any medium currently existing or hereinafter created and for any lawful purpose, including illustration, promotion, advertising or web content, without any royalty or compensation to me.

I waive any right to notice, inspection or approval of any use of the video/audio/photographs captured as part of the 2025 Disability Inclusion Summit, and I release the Disability Inclusion Summit from any claim or liability arising from or in connection with the Inclusion Summit's use of any of these video/audio/photographs or any alteration, processing or use of these materials in composite form, whether intentional or otherwise.

Acknowledgement

I certify that all the information provided is correct and I authorize the 2025 Disability Inclusion Summit to use this proposal, and all information contained herein for the purposes of review and consideration for selection as a Conference presenter. I acknowledge that I have read all instructions and will adhere to all deadlines, including submission of materials, if my proposal is selected. I agree that I will provide my presentation to the Summit planning committee no later than September 12, 2024. I also acknowledge

that failure to timely submit materials may result in revocation of my complimentary conference registration and/or my selection to present at the 2025 Disability Inclusion Summit or future events.

[COMPLETE ONLINE CALL FOR PRESENTERS FORM](#)

Contact information for assistance

Information, questions, or concerns with regard to the speaker protocol or for assistance needed to complete the submission form, please contact the Disability Inclusion Summit Planning Committee at mwalls@centerfordisabilityinclusion.org. When sending an email, please use the subject “Disability Inclusion Summit Speaker RFP assistance”.