

# REQUEST FOR PROPOSALS



JW Marriott Desert Ridge Resort & Spa, Phoenix • August 10 - 13, 2009

Proposals should focus on innovative and unique aspects of alternative dispute resolution, EEO/diversity, human resources, and labor and employee relations within the Federal Government. Topics should be specific and directed toward federal HR professionals, EEO practitioners, and employee and labor relations specialists. They should address compliance issues and provide guidance on improving agency dispute resolution. They should be of an educational/informative nature (e.g., best practices, legal or case law updates). Panel discussions and case studies are welcome.

**The promotion or endorsement of particular products or companies is strictly prohibited.**

**To be considered, proposals must contain:**

1. This completed form **in duplicate**.
2. A 2- to 3-page summary, double-spaced, detailing main points and suggesting challenges/solutions/discussion items **in duplicate**.
3. Your current curriculum vitae **in duplicate**.

Proposals become property of LRP Conferences, LLC and will not be returned.

**Proposals will be accepted until 5:00 p.m. on Friday, December 19, 2008.** Mail to: **Angela Wilkinson**, Federal Dispute Resolution Conference, 360 Hiatt Drive, Dept. 800F, Palm Beach Gardens, FL 33418. Or, e-mail your proposal to [awilkinson@lrp.com](mailto:awilkinson@lrp.com).

For registration and exhibit information, please visit [www.fdrconferences.org](http://www.fdrconferences.org), call 1-800-727-1227 or e-mail [conferences@lrp.com](mailto:conferences@lrp.com).

Persons whose proposals are accepted will be scheduled to make at least one presentation for 90 minutes, 3 hours or 6 hours, including time for Q&A. Presenters are expected to be available to interact with participants before and after sessions and at conference-sponsored events.

Selected presenters must provide all visual materials — including slides, charts or graphs — to be used in the session, for inclusion on Conference materials Web page and handouts to attendees. Materials are due at LRP Conference Division, 360 Hiatt Drive, Palm Beach Gardens, FL, 33418, by **June 8, 2009**.

Presenters will receive a complimentary Conference registration, round-trip transportation and at least one-night's lodging. The Conference will be held at the JW Marriott Desert Ridge Resort & Spa in Phoenix, **August 10 - 13, 2009**.

Proposal selections will be finalized March 1, 2009, and all presenters will be notified of their selection status at that time. Questions, call **Angela Wilkinson, Conference Programs Administrator, at 561-622-6520, ext. 8683**.

*(Please type or print clearly)*

Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail \_\_\_\_\_

Daytime telephone (\_\_\_\_\_) \_\_\_\_\_ FAX(\_\_\_\_\_) \_\_\_\_\_

Presentation title \_\_\_\_\_

Target audience \_\_\_\_\_

Presentation Length:

- 90 Minute Session       3 Hour Session       6 Hour Session

Presentation style:  Lecture     Audience discussion     Other \_\_\_\_\_ (please specify)

Speaking experience/references:

- Meeting & Dates \_\_\_\_\_  
Contact \_\_\_\_\_ # (\_\_\_\_\_) \_\_\_\_\_
- Meeting & Dates \_\_\_\_\_  
Contact \_\_\_\_\_ # (\_\_\_\_\_) \_\_\_\_\_

**OFFICE USE ONLY** Date \_\_\_\_\_

- Proposal received in duplicate
- Items missing/Proposal not considered
- Uses creative audio/visual applications