GUIDELINES FOR PROPOSAL SUBMISSION

S P E C I A L T Y S E S S I O N S

2010 Annual Meeting & Clinical Symposia
June 22 – June 25, 2010 · Philadelphia, PA

This document includes information related to proposing a Specialty Session proposal for the 2010 Annual Meeting. Specialty Sessions will be scheduled over all three days of the Annual Meeting. **SPEAKERS MUST BE AVAILABLE ALL THREE DAYS OF PROGRAMMING.**

General Information:

- Specialty Sessions are by invitation only and feature presentations by NATA Committees and Councils.
- Specialty Session topics should be related to the Committee's or Council's area of expertise.
- Specialty Sessions are presentations on one topic relevant to the interest of the membership and should be organized to fall within one of the domains of practice for athletic training.
- Specialty Sessions are 1.25 or 2 hours in length. Specialty Sessions 1.25 hours in length may have a maximum of two speakers with no more than one nonmember speaker. Specialty Sessions two hours in length may have a maximum of three speakers with no more than one nonmember speaker.
- Specialty Sessions must avoid any affiliation with a commercial product or service.

Proposals must be submitted no later than **July 15, 2009**. **INCOMPLETE AND/OR LATE PROPOSALS WILL NOT BE ACCEPTED.**

- Proposed topic must not duplicate program content identified by the Convention Program Committee in the 2010 Topics to Avoid List.
- Proposals must adhere to the Meeting Honoraria/Expense Policy/Complimentary Registration Policy, as it will be strictly enforced.
- The individual submitting the proposal must have confirmed the presentation with all speakers prior to submission.
- Proposal acceptance is contingent upon approval by the Convention Program Committee.
- After July 15, 2009 the Convention Program Committee will only approve a speaker change if the original speaker is unable to attend the annual meeting.

Audience Information:

- Specialty Session attendance is determined by room capacity, which can range between 800-1,200 attendees.

Compensation Policy for Specialty Sessions:
The following will be provided by NATA:

- **NATA Members (speakers must speak for a minimum of 30 minutes)**
  1) Complimentary symposia registration
  2) $300 honorarium for each presentation covering distinctly different subject matter

- **NATA Nonmember (speaker must speak for a minimum of 30 minutes)**
  1) Complimentary symposia registration
  2) $300 honorarium for each presentation covering distinctly different subject matter
  3) Reimbursement of authorized expenses related to their speaking engagement (travel, meals, one night's lodging, or two night's if it results in a lower airfare)