Core4 Conference
Call for Proposals (CFP)
Frequently Asked Questions (FAQs)

1. How do I create an account?
    a. Click "Create Account" on the CFP Site here.
2. How do I save an in-progress proposal?
    a. Complete the task first, or you will lose all the data you entered. Then click "Save."
3. How do I submit a proposal?
    a. Go to the submission website here and submit a proposal by **January 30, 2026**.
4. How do I withdraw a proposal?
    a. Click here to view the "how to."
5. When will I find out if my proposal has been accepted?
    a. **End of March 2026**. The CFP timeline can be found here.
6. Will I get paid to speak?
    a. In-person speakers receive one (1) complimentary hotel night at the conference hotel, and one (1) complimentary full conference registration for this event.
7. Will my travel and living expenses be covered?
    a. In-person speakers receive one (1) complimentary hotel night at the conference hotel, and one (1) complimentary full conference registration for this event.
8. Will I receive a full complimentary registration?
    a. ATD will provide one (1) non-transferable complimentary full conference registration per speaker at the Core4 event they are speaking at.
9. Will I receive an email confirmation once I submit a proposal?
    a. Yes, you will receive an email confirmation for each proposal submitted.
10. Can I add and change a speaker after the CFP has closed?
    a. No, all speakers must be included in the original submission. An advisory committee reviews the submissions and will be judged based on that submission and speakers.
11. How can I receive a copy of my proposal?
    a. Log into the submission site and click "preview proposal" below the title of your proposal. Then click "Print." There, you can print your proposal or save it as a PDF.
12. How many proposals can I submit?
    a. You may submit up to two (2) proposals per individual or company. If more than two (2) proposals are submitted per individual or company, we will only consider the first two (2) submitted.
13. When are submissions due, and can I get an extension?
    a. Proposals are due **January 30, 2026, at 11:59 PM ET**. Incomplete submissions will not be reviewed, and we are unable to offer any extensions due to our tight deadline.
14. Do I have to be an ATD member to submit a proposal?
    a. No, you don't need to be an ATD member to submit a proposal.
15. Do I have to have conference speaking experience to submit a proposal?
    a. No.