



## **FLC 2026 National Meeting Submission Guidelines**

Submit a session proposal for consideration as part of the 2026 FLC National Meeting program.

### **1. Call for Topic Submission (For Prospective Speakers/Moderator)**

*This is your opportunity to share your work, insights, and success stories with colleagues across the federal technology transfer community.*

#### **Requirements:**

- All submissions must be made electronically through the FLC's online submission portal.
- Proposal titles are limited to 75 characters.
- Include a concise description (maximum 200 words) explaining the topic and its relevance to FLC National Meeting attendees.
- Include 2–3 learning objectives or outcomes that clearly define what attendees will take away from the session.
- Select a Career Pathway, Target Audience, and Level of Proficiency for each topic. See the Learning Content Labels below for a full list and descriptions.
- Speakers and moderators are responsible for their own travel and must register for the National Meeting.
- Accepted speakers will be notified via email in **December 2025**. Detailed instructions for coordinating and hosting sessions will be made available to the organizer of the accepted proposals.

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### **2. Topic Suggestion (Recommend a Topic and Presenter)**

*If there's a topic you'd like to see covered at the 2026 FLC National Meeting, but you don't plan to present it yourself, you can suggest it for consideration.*

## Requirements:

- All suggestions must be submitted through the FLC's online submission portal.
  - Include as much detail as possible about the topic and why it's relevant to FLC National Meeting attendees.
  - Provide the name and contact information of your suggested speaker(s).
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## Learning Content Labels

### Career Pathways

- Intellectual Property Management
- Agreements
- Operations/ Administration
- Marketing Business Development

### Target Audience Labels

- **External Partners:** Small businesses and universities, including entrepreneurs, investors, industry professionals, state and local governments, and academics collaborating with federal laboratories.
- **Tech Transfer Professionals:** Working professionals serving in intellectual property (e.g., patenting, licensing, trademark), collaboration agreements (e.g., cooperative research and development agreements, material transfer agreements), and other fundamental work of an office of research and technology applications (ORTA).
- **Scientists, Engineers, and Researchers:** Workers who perform research and development, demonstration projects, and activities related to scientific discovery.
- **Leadership and Management:** Interested members of Congress, Executive Branch managers who set policy, laboratory leadership, and other supervisors who oversee and manage operations that are served by technology transfer.

### Level of Proficiency

- **T2 for Beginners:** Learn about core industry concepts, skills, and best practices that will promote confidence and a solid starting point for career progression. This pathway is intended for those who have limited to no prior experience in the field.

- **T2 for Experienced Practitioners:** Broaden expertise, refine technical skills, and apply concepts in more complex scenarios to support career growth. This pathway is intended for professionals who have some experience in the industry and want to deepen their knowledge.
- **T2 for Experts:** Discover ways to refine your expertise, mentor others, and navigate high-level challenges in the field. This pathway is designed for experienced professionals and industry leaders seeking advanced insights, strategic thinking, and leadership development.