



32nd Annual NASPP Conference

October 14-17, 2024 | San Francisco

Proposal Submission Guidelines



Key Dates



March 1

Deadline to
submit
proposals

April 30

Decisions
announced

August 23

Session
materials due

October 14-17

Present in person
at conference in
San Francisco

Four Presentation Types

	Pre-Conference Session	Panel Discussion	Power Talk	Learning Lab
Length	3 hours	60 minutes	30 minutes	75 minutes
Session Description	In-depth examination of technical topics	Conversational with case studies & interaction	Fast-paced talks, TED-style talks	High level of audience interaction
Day(s)	October 14	October 15-16*	October 16*	October 17
Presenters	Two to four	Two to four	One to two	Two to four
Audience Activities	Encouraged	Encouraged	At speaker's discretion	Required: must comprise one-third of session
Suggested activities	Small group discussions, polls, audience Q&A	Polls, audience Q&A	Polls, audience Q&A	Small group discussions, polls, games, audience Q&A

* Schedule subject to change. You will be notified of the exact date of your session after your proposal is accepted.

Each company can submit up to two proposals for each type of presentation

The NASPP is committed to promoting diversity and inclusion in the stock compensation field. It is important that NASPP Conference sessions help us fulfill this commitment by including speakers from diverse or underrepresented backgrounds.

Information Required for a Proposal

Primary Contact

- Name
- Title
- Company
- Email Address
- Phone Number

Speakers (4 Maximum)

- Name
- Title
- Company
- Email address
- Address and phone number
- Bio (2,000 characters max)
- Photo
- Race (optional)
- Gender (optional)

Proposal

- Primary topic
(Select One: Accounting & Financial Reporting, ESPPs, Global stock plans, Insiders, M&A/CIC, Participant Education, Personal Development, Plan Administration, Plan Design, Taxation)
- Session format
(Select One: 30-Minute Power Talk, 60-Minute Panel Discussion, 75-Minute Learning Lab)
- Education level
(Select One or More: Level 1, Level 2, Level 3)
- Title (100 characters max)
- Description (750 characters max)
- Four speaking points (each 150 characters max)
- How will your session engage the audience?
(Select One or More: Q&A, Polls, Games, Group Discussion, Other, N/A)
(If Other, Please Specify: _____)
Note: Polls and Q&A are not sufficient for a session to qualify as a Learning Lab.
- How many issuer speakers will the panel include?
- Are you willing to present this topic at a NASPP webinar or local chapter meeting?
- Will you be presenting this topic at, or have you submitted it for inclusion in, another event?

Suggested Topics

Hot Topics

Examples: Stock plans in an uncertain economy, regulatory developments, M&A, emerging trends



Admin and Compliance

Examples: Tax withholding and reporting, insider transactions, global plans, employee education, innovative solutions



Plan Design

Examples: New approaches and ideas for executive and stock compensation, pay equity, performance awards, shareholder approval of equity plans



Private Companies

Examples: Cap table management, preparing for an IPO, liquidity for employees, early exercises, incentive stock options



Financial

Examples: Stock plan expensing, forecasting, tax accounting, EPS, internal controls, reducing costs and increasing ROI



▲
New track
this year!

▲
We especially need
financial topics!

How Proposals Are Evaluated



All proposals are rated by an issuer task force

Generally, only proposals in the 50th percentile or higher are accepted

Task force members base their rating on the title, topic description, speaking points, and audience engagement



Consider your audience when selecting the proposal topic

Proposals are assigned to task force members for review based on topic

Tips for submitting a winning proposal:



Focus on providing practical tips and advice



Provide in-depth and technical content



Include case studies and different perspectives



Make sure your title and description convey what will be covered

Preference will be given to proposals that include panelists from traditionally underrepresented backgrounds that help meet NASPP diversity goals

Speaker Policies

- Each company can submit a maximum of eight proposals, two of each type (pre-conference session, panel discussion, power talk, and learning lab).
- Individuals and companies can be included on an unlimited number of proposals submitted by other companies.
- Each panel can include no more than two speakers from the same company.
- Proposals that include issuers receive preference.
- Individuals may speak at a maximum of two NASPP Conference breakout sessions.
- Companies can be represented on a maximum of six NASPP Conference breakout sessions (excluding pre-conference sessions).

Speaker Registration

NASPP Conference speakers receive a discounted conference registration rate of \$295.

Fee waived for issuers, conference sponsors, academics, and government representatives.

Speakers are responsible for their own travel expenses.

When inviting speakers to join your panel, you may want to ask how many other proposal they and their firms are included on. Speakers and firms who are overrepresented in proposals may have to step down from your panel if it is accepted.