



2025 CQL Conference: Breakout RFP Summary

This is a summary of information you will need to enter on the [Request for Presentation Proposals form](#) for the 2025 CQL Conference. It is intended to help you in preparing your presentation submission.

Organization Information

- Organization Name
- Organization Type
- Location
- Website

Presenter Information

There is a maximum of 3 total presenters for each breakout session proposal.

- Presenter Name(s)
- Presenter Job Title(s)
- Presenter Email(s)
- Presenter Short Bio(s) – *30-150 words*
- Presenter Headshot Photo(s)
- Reasonable Accommodations

Presentation Information

- Session Title – *100 character maximum*
- Breakout Description – *50-300 words*
- Breakout Session Overview / Bullets – *3-5 bullets*

Additional Information

This is for internal review purposes only, and will not be shared publicly or with attendees.

- How can attendees of your session use this information to improve services, operations, processes/systems, quality of life, etc.?
- What makes your session unique? How does it stand out? Why is it so important for attendees to learn about the information you will be sharing?