



Human Resources Association of the Alleghenies (HRAA)

PROPOSAL SUBMISSION FORM

All information must be submitted via mail or e-mail as a Word document. Proposals will be reviewed in the order received.

HRAA, Attn: Speaker Proposals, PO Box 656, Johnstown, PA 15907 programs@hralleghenies.org

Professional Designation: _____

Name: _____

Title: _____

Company: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

* Submit all information as you wish to see it published.

Will you have a co-presenter?

YES NO

Have you provided a service or presented at a HRAA event in the past?

YES NO

If yes, please explain: _____

Title of your Proposal Submission:

Which level your topic will focus:

(Please check one)

ENTRY-LEVEL _____

MID-LEVEL _____

SENIOR-LEVEL _____

Indicate all your audio-visual and other special presentation needs

Specify the type of presentation you are interested in?

Annual Conference

Monthly Meetings

Youth Conference

ABSTRACT OF SESSION OR SERVICE (150 Words or Less):

Describe the top three learning or service objectives of your Proposal:

- 1.
- 2.
- 3.

BIOGRAPHY (150 words or less, of all presenters/authors included in your Proposal:

Honoraria: HRAA seeks contributors who are willing to share their expertise in the spirit of networking. We are unable to provide an honorarium.

***Please attach as a separate file, information and supporting documentation to describe and explain your Proposal. Please submit enough information to allow the relevant personnel to evaluate the merits of your proposal.**