# The Annual Willow Domestic Violence Center Summit Building Safer Futures: Together We Can

Willow Domestic Violence Center is proud to host the Annual Willow Domestic Violence Summit, "Building Safer Futures: Together We Can." This summit features local and regional presenters and workshops with a wide range of expertise and knowledge. The goal of our summit is to raise awareness and provide education around issues of domestic violence within our community, as well as to bring together community professionals to encourage and foster a coordinated community response to domestic violence.

Golisano Institute for Business & Entrepreneurship Friday, October 10<sup>th</sup>, 2025 | 8:30am - 4:30pm

## Speaker FAQs

#### **General Information**

- When are proposals due?
  - o All proposals are due by **May 19th, 2025.**
- When should I expect to be notified if my proposal has been accepted?
  - You will be notified via email between June 15th and July 3rd.
- How long is the Summit?
  - The event will run from 8:30 am-4:30 pm. All sessions are 75 minutes in length. Speakers will receive their scheduled session times upon confirmation

## **Engagement & Audience**

- How many people are expected to attend?
  - There will be 300 Summit attendees with approximately 30-50 participants per session.
- Will my session be recorded or live-streamed?
  - No. At this time this is an in-person only event, sessions will not be live-streamed or recorded. Presentations or handouts will be uploaded and shared with attendees for up to 30 days after the event.
- How will I receive feedback about my session?
  - Electronic feedback will be collected at the end of each session and shared with presenters within two weeks following the Summit.

#### **Travel & Accommodations**

- Are travel and lodging expenses covered for speakers?
  - o No, at this time Willow is unable to cover travel or lodging expenses. If this changes, all selected speakers will be notified as soon as possible.



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## **Speaker Logistics**

- Will I have a designated contact person on-site?
  - Yes. Every speaker will have a designated Willow staff member to introduce your session and assist with any tech needs.
- Where and when should I check in?
  - Check-in details will be provided in the Speaker Prep meetings closer to the event date
- If my proposal is selected, do I need to register for The Summit and pay to attend?
  - No. If you are a selected speaker, you will receive complimentary admission to the Summit.

#### **Technology**

- Will I have access to the internet?
  - o Yes. The Golisano Institute will have internet access onsite throughout the summit.
- Do I need to use a computer, PowerPoint, or electronics for my presentation?
  - o No. Please choose the format that fits your presentation the best and will be appropriate and applicable to a variety of participants and learning styles.
  - o Sessions can be panel discussions, deep dive sessions, interactive workshops, etc.
- What A/V equipment will be provided?
  - o A projector, screen, and microphones will be available.
- Can I use my laptop?
  - Yes, you may use your own laptop, but please bring the necessary power cords and adapters. A backup copy of your final presentation will be loaded onto the screen in your breakout room by the Tech team at the Venue.
- Can I use Video or audio in my presentation?
  - Yes. We kindly request that all videos be survivor-centered and sensitive to triggers, especially the use of images depicting violence, assault, or vulnerabilities. We recognize such depictions are part of the nature of this work and can sometimes be useful teaching/learning tools. We therefore ask you to choose videos and audio thoughtfully

## **Proposals and Presentations**

- If my proposal has been chosen, do I need to submit my final presentation in advance?
  - Yes. All final presentations and any supporting materials, documents, or resources must be submitted no later than September 1<sup>st</sup>, 2025 to events@willowcenterny.org

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### Proposals and Presentations (cont.)

- Will I have access to a printer for any print materials I may want to distribute/use?
  - No. If you are using print materials or would like to distribute copies of your
    presentation, you will need to come prepared with those items. There is no printing
    available onsite.
- Can I get a flip chart?
  - A limited number of flipcharts and easels are available. Requests must be submitted in advance on your speaker confirmation form.

#### Additional Information

- Will I be able to attend other sessions?
  - Yes, speakers can attend other sessions and the keynote.
- Can I earn CEUs/CLEs?
  - Yes, if you attend sessions throughout the day. Notifications will be sent electronically 2-3 weeks after the Summit.
- Will food and drinks be provided?
  - Yes, lunch is included, and light refreshments will be available throughout the day.
     Please notify us of any dietary restrictions in advance.
- What should I do if I need to cancel my speaking commitment?
  - o Notify us ASAP at events@willowcenterny.org.
- Who do I contact for any other questions about this event?
  - Lisa Nolan, Director of Prevention Education (<u>LisaN@WillowCenterNy.org</u>)
  - Mesha Caldwell, Events and Community Engagement Manager (MeshaC@WillowCenterNY.org)
  - Events@WillowCenterNY.org