



Women Veterans Program
501-683-2382

Arkansas Department of Veterans Affairs Women Veteran Summit 2025 Hot Springs, AR 3 - 4 October 2025



Request for Proposal

The Arkansas Department of Veterans Affairs (ADVA) 2025 Women Veterans Summit will take place October 3 - 4 in Hot Springs, AR. The conference theme is **She leads, She inspires**: a focus on leadership, resilience, and community impact, showcasing how women veterans make a difference. We are seeking proposals from organizations that want to volunteer their time to empower women veterans in leadership, self-care, gaining access to state, local and federal benefits, community and anything else that impacts women veterans.

PROPOSAL GUIDELINES:

Proposals should address issues relevant to women veterans, including but not limited to:

- Leadership and professional development
- Self-care and wellness
- Community building
- Networking opportunities
- State, local and federal benefits and resources
- Resilience
- Entrepreneurship
- Empowerment
- Advocacy
- Other topics relevant to women veterans

Proposed sessions should be 30–45 minutes if presenting to the attendees, or 1–1.5 hours long if presenting and including an activity. **All proposals must include the following documentation:**

1. **Cover letter:** Introduction and a brief explanation of the proposal's purpose and expected outcomes. Please include contact information of the primary presenter.
2. **Proposal summary:** A 500-word summary of the proposed session, including a detailed description of the intended audience, learning objectives and proposed activities.
3. **Presenter qualifications:** A 250-word bio of the presenter(s), highlighting their relevant experience, education and any prior presentation experience.
4. **Learning objectives:** A list of 2–3 learning objectives or outcomes of the session.
5. **Audiovisual needs:** Please indicate any special equipment that will be required.

PROPOSAL DEADLINE:

All proposals must be submitted by 5 pm EDT on July 15. Late submissions will not be accepted.

Why Participate?

This summit offers a powerful platform for businesses and veteran-focused organizations to showcase their commitment to supporting women veterans. By volunteering you'll have the opportunity to:

- **Make a Positive Impact:** Empower women veterans to thrive personally and professionally through meaningful discussions and activities.
- **Network with Key Stakeholders:** Connect with veterans, veteran organizations, businesses, and government agencies, creating opportunities for future collaborations and partnerships.
- **Support a Worthy Cause:** Contribute to the continued success and integration of women veterans in our community, workforce, and society.

SELECTION PROCESS:

Our review team will review all proposals received and make selections based on how well they align with the conference theme and goals. Notifications of accepted proposals will be sent out via email by July 31.

Many thanks for your interest in presenting at the 2025 ADVA Women Veterans Summit. If you have any questions or concerns, please do not hesitate to reach out to us at Hollie.Scoma@arkansas.gov.