



## **Bid to Host USETDA 2026**

**The USETDA is now accepting bids to host the USETDA 2026 Conference. Please submit your proposal by January 1, 2025. To contact the USETDA Board, send an email to [info@usetda.org](mailto:info@usetda.org). For more information, visit <https://www.usetda.org/usetda-conferences/usetda-conference-bid-process/>.**

The following information should be included in your institution's bid:

- Hosting organization / institution(s)
- Rationale for hosting the conference
- Planned dates – please include proposed conference dates and explain your choice, including flexibility of proposed dates
- Venue – city, information on conference facilities (e.g., number and size of conference rooms, and availability of Internet access in conference rooms)
- Conference organization:
  - Level of logistical and financial support from host institution
  - Detailed information on conference support personnel
  - Distribution of responsibility for conference organization
  - Capacity to host hybrid and/or virtual conferencing via Zoom, etc.
- Travel/transportation considerations
- Accommodations (type, cost, applicable city and state taxes, and access to conference venue)
- Proposed special activities
- Tourist information
- Restaurants

The USETDA board will work closely with host institution(s) to plan and execute all aspects of the conference.