

**Expression of Interest – Intention to Host State-based Conference**

**(in off years to National ASfAR Conference)**

Please complete the table below (by typing into the boxes) to lodge your interest in hosting a State-based ASfAR Conference. The form should be returned to the Secretary, ASfAR at secretary@asfar.org.au for discussion at next ASfAR Executive Committee Meeting.

At this stage, the assessment process involves completion of the EOI below, and state-based conferences will only be supported in the alternate years to the national biennial ASfAR meeting held in ‘even’ years (e.g., 2012/2014/2016). EOIs received will be reviewed by the ASfAR Executive and further clarification sought by email or phone as needed. A maximum of two meetings will be supported in a given year (with up-to $2500 in funds provided by ASfAR subject to approval from the Executive). Where there are several EOIs in a given year, priority will be given to: (1) strong institutional support, (2) ability to host a keynote speaker (national or international), and (3) conference facilities.

Please note that in keeping with ASfAR policy, the conference is to remain free to all financial members of ASfAR.

If you have any questions please contact President, Associate Professor Mark Stokes, School of Psychology, Deakin University; mark.stokes@deakin.edu.au; or Professor Cheryl Dissanayake, Olga Tennison Autism Research Centre, La Trobe University; c.dissanayake@latrobe.edu.au

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| **Information/Criteria** | **University/Organisational Response** |
| **Name of Applicant (University)** |  |
| **Address** |  |
| **Name of Proposed Conference Convenor** |  |
| **Qualifications** |  |
| **Email** |  |
| **Phone** |  |
| **Mobile** |  |
| **Overview of why your university/institution is the ideal site for the conference** (No more than 300 words) |  |
| **Conference Facilities Available to ASfAR in kind (Describe and use URL link to facilities, site map etc.,)**(Outline in no more than 500 words, dot points, pictures; what is available for use; size (seating) and number of rooms & facilities available (projection, etc.,) in each room; access to onsite catering) |  |
| **Support/Capacity from the University/Institution that will be provided**(Attach letter of support from institution from appropriate senior executive) |  |
| **Support from other institutions/organisations in the City/Region**(Outline in no more than 300 words, dot points, what other support e.g., service providers, peak bodies available to assist) |  |
| **Recommendations about Topics/Theme/Conference Title**(Outline in no more than 300 words your ideas about the focus/theme) |  |
| **Suggested Keynote Speaker (National or International) aligned with Suggested Conference Topic/Theme** |  |
| **Commitment of Institution to support National or International Keynote Speaker** |  |
| **How will a focus on early career/PhD students/scholars be achieved?**(Outline in no more than 300 words) |  |
| **Institutional Organiser****Contact details** |  |