

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

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

State-based ASfAR Conferences are supported in the alternate years to the national biennial ASfAR meetings held in ‘even’ years (e.g., 2020/2022). Please complete the table below (by typing into the boxes) to lodge your interest in hosting a State-based ASfAR Conference in 2021. The form should be returned to the Secretary of ASfAR at secretary@asfar.org.au by **December 4, 2020** for consideration by the ASfAR Executive Committee Meeting.

At this stage, the assessment process involves completion of the EOI below. 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 $3,000 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), (3) provision for web access to presentations, and (4) quality of conference facilities (wherein-person attendance is possible).

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 Vice-President Professor Cheryl Dissanayake, Olga Tennison Autism Research Centre, La Trobe University; c.dissanayake@latrobe.edu.au.

|  |  |
| --- | --- |
| **Information/Criteria** | **University/Organisational Response** |
| **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) |  |
| What **format** do you intend for the conference (e.g., in-person or online attendance)?  |  |
| For an in-person conference, what **conference facilities** will be 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) |  |
| Will conference presentations be accessible via **the web** for ASfAR members?  |  |
| What **support will be provided by the University/Institution?** (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** |  |