

# Call for Meeting Site for the 15<sup>th</sup> World (ISSP) Congress in 2021

The International Society of Sport Psychology (ISSP) encourages groups and organisations to host the 15<sup>th</sup> World Congress in Sport Psychology.

The written proposal should be prepared according to the list of evaluation criteria (see below) and submitted before **12<sup>th</sup> February, 2016**, to Dr. Gangyan Si, the ISSP President; <gysi@ied.edu.hk>

The evaluation criteria:

## Support

Information should be provided about local and national (governmental or private) organizations that are willing to support the Congress. Specification of financial support is recommended. The Congress site will ideally have an active sport psychology (scientific or professional) organization that cooperates with Congress planning.

## Congress Program

ISSP Congress (main) program is typically planned for 5 days; but activities related to the Congress usually start two days prior to the opening ceremony day and include two days ISSP Managing Council (MC) meeting and pre-Congress workshops (total planning: 7 days). In terms of the content of the Congress program, the Local Organizing Committee (LOC) should take initiative in promoting programmatic and scientific activities that can be considered within a broad cultural, political and geographic mosaic. Nine keynote speakers are invited by the ISSP Scientific Committee, one keynote speaker is invited by LOC. Their travel and accommodation costs are paid by the Congress Organizers.

## Congress Site Requirements

Sufficient facilities are required to host at least 600-800 participants for the ISSP Congress event. The Congress site must be accessible for international Congress attendees. The LOC is expected to provide Security policies relevant to the Congress site and the participants. Availability of child care is valued.

## Registration Fees

It is recommended to have several registration categories, for example, delegate fee, one-day registration fee, student fee, lowered fee (for participants from less developed countries) and accompanying person fee. The accommodation, food, and registration fees of the 16 ISSP Managing Council members are to be paid by the LOC (but not their travel expenses). The LOC is expected to pay travelling, accommodation, food and registration fees for the 10 keynote speakers. Keep in mind that the ISSP Distinguished International Sport Psychologist Award recipients (currently 4 scholars who might attend) and around 15 Award winners and ISSP guests are expected to have their Congress registration fee waived. The LOC should also review costs as per previous ISSP Congresses to ensure that they suggest prices comparable with previous Congresses.

## Facilities

The convention facilities and services within the convention site should be specifically itemized and explained (e.g., number of different categories of rooms, number of sits,

equipment available). The official language of the Congress is English, but translations can be provided by the hosts. The ISSP-MC which consists of 16 members meets 2 days prior to the Congress in the Congress location, and a special room for this purpose should be provided by the Organizers. Several rooms for the pre-Congress workshops are also expected to be available at the Congress site during the two days prior to the Congress opening. Office and technological facilities and, in particular, auxiliary audiovisual and computer support services should be provided. Secretarial and copying services are also needed. A large meeting hall (at least 600-800 people) is needed for lectures, performances, and the General Assembly.

### **Accommodations**

There should be specified accommodation options, for example: hotel names, standards, number of rooms, prices, distances from the Congress site and related transportation options, etc. If possible, suggest accommodation of different classes and prices (i.e., from student dormitories to 5-star hotels) and assign 1-2 hotels to host the ISSP MC members, keynote speakers and other invited guests.

### **On-Site Organization**

Organizational and individual contact information about organizations/people responsible for the organizational and financial matters of the Congress (i.e., the LOC) should be specified.

### **Congress Website**

The LOC is expected to establish the Congress website for approximately two years prior to the Congress opening day. The site should provide potential participants with all the necessary information and an opportunity to pay registration online.

### **Editing and Proceedings**

The LOC is expected to provide organizational/technical support to the Scientific Committee work and also work of the abstracts' reviewers. The LOC is also expected to specify how the Congress materials will be published (e.g., as a book or a CD or both).

### **Social Events**

The Congress Organizers are recommended to plan an opening reception (with food and drinks) as a part of the opening ceremony (first evening), and a banquet on the final evening of the Congress. The Organizers are also expected to plan a half-day cultural event for the Congress participants without additional payment (i.e., included into the registration fee). More tourist/cultural opportunities can be provided for additional payment.

### **Miscellaneous**

Any additional information that relates to the Congress and the host place will be appreciated. If video and/or computerized programs are available, these can be attached to the proposal.

### **For your information:**

Former Sites of the ISSP World Congress

1965	Rome, Italy	1993	Lisbon, Portugal
1968	Washington, USA	1997	Wingate Institute, Netanya, Israel
1973	Madrid, Spain	2001	Skiathos, Greece
1977	Prague, CZ	2005	Sydney, Australia
1981	Ottawa, Canada	2009	Marrakesh, Morocco
1985	Copenhagen, Denmark	2013	Beijing, China
1989	Singapore	2017	Seville, Spain

