**Complete this form and send to: ISISA President, Godfrey Baldacchino, at:** **godfrey.baldacchino@um.edu.mt**

**ISISA**

Organising an

*Islands of the World*

Conference

MEETING SITE PROPOSAL

**Please refer to the ISISA Charter for an outline of the aims and history of the Association and its meetings to date:** [**www.isisa.org**](http://www.isisa.org)

**1. Proposed Venue of Conference: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**2. Nearest Airport/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**3. Exact Start and End Dates of Proposed Conference:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**4. Proposer/s (Names, Official Designation, e-mail address):**

**5. Details about the Hosting Organisation/s:**

**6. Proposed Number of Attendees: (local / international): \_\_\_\_\_\_\_\_\_\_\_\_**

**7. Proposed Main Theme and Sub-themes for the Conference:**

**8. Outline of Proposed Programme (typically 5 days, with a trip scheduled for day 3), including any optional pre- and post-activities:**

**9. Proposed Registration Charges:**

**(Note that all participants are to be charged ISISA’s Annual Membership Fee of £20 or equivalent. ISISA Life Members are exempt): \_\_\_\_\_\_\_\_\_**

**Provide details of what registration includes:**

**10. Organisers need to provide assurances of these three vital outcomes of every ISISA *Islands of the World* Conference:**

* **Achievement of high academic quality and integrity;**
* **Participation of local community representatives (with attention to equity and diversity and representation of minorities/ indigenous groups/ students);**
* **Legacy and post-conference benefits to the local community/ies:**

**11. Approval by Head of Institution / Proposer**

**Name:**

**Signature:**

**Date:**

**Note: Proposers are typically expected to attend previous *Islands of the World* Conferences to present their bid to the ISISA Executive, whose decision will be final.**