REQUEST FOR PROPOSALS

International Society for Sexually Transmitted Diseases Research

22nd Meeting, 2017

The International Society for Sexually Transmitted Diseases Research (ISSTDR) solicits proposals by qualified investigators to conduct the Society’s 22nd biennial meeting in 2017. It has been decided by the board of ISSTDR and the Executive Committee of the International Union against Sexually Transmitted Infections (IUSTI) that this conference is planned as a joint conference of both organisations like the conferences in Vienna in 2013 and in Brisbane 2015.

KEY DATES

- June 10, 2013: Application deadline
- June 23, 2013: Selection and notification of finalist applicants
- July 13, 2013: ISSTDR Board meeting, oral presentations, announcement of results

INTRODUCTION

The International Society for Std Research (ISSTDR), founded in 1977, organizes biennial, interdisciplinary scientific meetings at venues that historically have alternated between Europe and North America, and will in the future extend to other continents. The ISSTDR meetings have emerged as the world’s premier scientific conferences on STDs and their health consequences for populations around the globe, particularly for women, adolescents and infants.

The International Union against Sexually Transmitted Infections (IUSTI) was founded in 1923 and it is organized on both a global and regional basis. It is the oldest international organisation with the objective of fostering international cooperation in the control of sexually transmitted infections including HIV/AIDS.

The meetings address the breadth of STD research, including the intersection between HIV/AIDS and other STDs, and encompass microbiology, virology, immunobiology, pathogenesis, and other basic sciences; clinical sciences, social and behavioral
sciences, epidemiology, and prevention; and research in health services, public health, and prevention policy. The meetings are global in scope and are designed to meet the needs of scientists, trainees and students from academia, public health agencies, nongovernmental organizations, and other institutions and agencies. Expanded information about the Society is available at www.isstdr.org and www.iusti.org. Information on the 2013 meeting is available at www.STIvienna2013.com.

ISSTDR MEETINGS

Leadership. Application of an investigator to chair an ISSTDR meeting constitutes nomination and willingness to serve as the Society's president during or after the conference. The chair becomes president-elect upon selection of the venue, assumes the presidency at the subsequent meeting, and serves as president until conclusion of the meeting that he or she chairs. This may be modified in the future.

Organization. The meeting chair and his or her local organizing team assume all responsibility to plan and conduct the meeting. They are also responsible for fundraising and for the financial soundness of the organization. However, the ISSTDR Foundation, a sister organization established to support financially the organization of the ISSTDR meetings, will provide start-up funds to the conference organizers.

Several previous ISSTDR conferences have been held in conjunction with the World Meeting of the International Union against Sexually Transmitted Infections (IUSTI). For example, this was the case for the 2007 meeting in Seattle and it is the case for the Vienna meeting in 2013 and will be for the Brisbane meeting in 2015. The 2017 ISSTDR Conference will again be held in conjunction with the World IUSTI meeting. For more information on IUSTI, please visit www.iusti.org.

Scientific Content. The ISSTDR meetings emphasize primary research presentations in both oral and poster format, selected from competitively submitted abstracts. Research presentations are supplemented by topical symposia and plenary presentations by invited speakers. Additional symposia, sponsored by commercial supporters or consortia of scientists with special interests related to STD/HIV, also have been appended to most recent meetings. Expanded information about recent meetings is available on the website of ISSTDR, including the programme and abstracts since the 15th meeting.

Venue. The ISSTDR meetings are held biennially in odd-numbered years, typically in the summer months. In the past, the meeting was alternating between North America and Europe. However, starting from the 2015 meeting, applications from sites in other continents will be accepted. At each meeting, the Board of Directors elects the president and chair, and by extension the venue, for the meeting 4 years hence. For example, the 20th Meeting (Vienna 2013) was selected at the 18th Meeting (London, 2009); and at the, ISSTDR 2011 (Quebec) the 21th meeting was selected as the site for in 2015 (ISSTDR Brisbane). Given that the 2015 meeting is held in Australiasia and that the conference organization is now open to other continents, applications from anywhere but the IUSTI Asia-Pacific region are welcome.

Scale. The last two ISSTDR meetings have attracted approximately 1,200 scientists. About 850 research abstracts were submitted to both the 17th and 18th meetings, the vast majority of them being accepted for presentation. For Vienna, an even larger
number of abstracts was submitted (1300) and a high number of delegates is expected given the fact that this is a joint meeting of both organisations.

**Social Programme.** Traditional social events have included an opening reception for all registrants, typically following an afternoon or evening opening ceremony; the president’s reception or dinner for meeting organizers, invited speakers, ISSTDR and IUSTI Board members, and other dignitaries; and a meeting banquet to which all registrants are invited. The American Sexually Transmitted Diseases Association (ASTDA) traditionally hosts an annual awards luncheon, to which all ISSTDR conference registrants are invited. The organizers of each ISSTDR meeting have considerable latitude in designing attendant social programmes.

**Specific financial issues.** The ISSTDR Foundation has no-liability for a failed conference. The President running the ISSTDR conference must present a formal budget and an agreement with the ISSTDR Foundation. The President must agree a sum with the ISSTDR Foundation to pump prime the conference and agree the amount to be returned. Since the conference in 2017 is planned as a joint meeting, also IUSTI will provide seeding money to support the starting activities of the conference. The President of each committee can approach the ISSTDR Foundation in case of financial difficulty due to no fault of his/her own.

The minimum amount of the starting funds will be 25,000 Euros by the ISSTDR foundation and a similar amount by IUSTI. In case of profits, the local organiser has the discretion to retain for the pursuit of STI research a fraction of the profits that must not exceed 50% of the profit or 50,000 Euros, which ever is the smaller. The process for the organization of future joint meetings is under discussion with both ISSTDR, ISSTDR Foundation and IUSTI and is evolving.

For the conference in Vienna, an amount of 30 Euros per paying delegate will be paid to IUSTI by the conference organizers. In addition, at IUSTI meetings (which this will be) IUSTI full members expect to receive a discounted registration fee. Both of these issues are open to further discussions and may be modified.

**PROPOSAL**

**Criteria for Selection.** Formal criteria have not been defined for acceptance of a proposal, nor is there a quantitative scoring system. However, applications should address several major and secondary criteria for the Board’s consideration.

**Major Criteria**

- STD-related scientific expertise of the chair and the local organizing team
- Experience and expertise in organizing scientific meetings
- Experience and promise in raising external funds in support of the meeting
- A letter of support from the relevant IUSTI Regional Director to include as part of their package.

**Secondary Criteria**

- Geographic considerations (country, city, climate, etc)
- Facilities (meeting venue, hotels, etc)
- Social program
Format. Using a **minimum 11 point font**, the body of the text of the proposal must be a **maximum of 5 pages (A4 or 8.5 x 11”)**, plus a maximum of 3 figures and/or tables. These limits are exclusive of cover letter, letters of support, appendices, and other supporting materials. A budget is not required. It is not necessary to submit extended (multiple page) promotional materials provided by cities' visitors bureaus, conference centers, and similar materials. All elements of the application must be **submitted electronically**, using standard, readily available formats (e.g., Word®, Excel®, pdf, jpg, etc). **Applications must be sent by e-mail to c.t.heller@chello.at.**

Deadline. Applications must be received electronically no later than June 10, 2013, 12.00pm. The current ISSTDR president can also be contacted prior to this date for discussions with interested applicants at angelika.stary@meduniwien.ac.at.

**SELECTION PROCESS**

Selection of Finalist Candidates. Selected members of the ISSTDR Board of Directors will screen applications and select a limited number of applications (probably 2-4) as final proposals. All applicants will be notified no later than by June 23, 2013 whether or not they were selected as finalists.

Final Selection. Finalist applicants will be invited to describe their proposals in 20-30 minute presentations during the ISSTDR board meeting of the ISSTDR Board, in the co-presence of a selected number of IUSTI Officer-Bearers, to be held in Vienna, on June 13, in conjunction with the 20th ISSTDR Meeting. Final selection of the chair of the 2017 meeting and ISSTDR president, will be announced during the 20th ISSTDR Meeting.

Angelika Stary  
President of the International Society for STD Research (ISSTDR)  
Chair of the STI & AIDS World Congress Vienna 2013  
[www.STIvienna2013.com](http://www.STIvienna2013.com)

on behalf of the Board of ISSTDR  
[www.isstdr.org](http://www.isstdr.org)

in cooperation with IUSTI World  
[www.iusti.org](http://www.iusti.org)