



Dear member societies of ISBM,

As you know, in 2018, the International Congress of Behavioral Medicine (ICBM) will be held in Santiago, Chile (icbm2018.cl). In 2020, the Congress will be held in Glasgow (Scotland, UK) pending the final signed agreement.

While several member societies have already expressed their interest in hosting the ICBM in 2022, we would like to invite all member societies to consider hosting the ICBM 2022.

If your Society would like to host ICBM in 2022, please submit a preliminary proposal by **August 31st 2018**.

There are no formal guidelines for the preliminary proposal to host ICBM 2022, however we suggest addressing the following points:

- 1) Please agree to generally follow the current guidelines for organizing the congress (attached). The guidelines are provided to serve as a general guide may change by 2022 as ISBM is engaged in discussions with a management support company (MCI) that will become the ISBM Manager. It is very likely that MCI will handle the abstract and registration process as the Professional Congress Organizer. The Local Organizing Committee (LOC), ISBM, host Society and MCI will work together in 2022. Despite these changes, the role of the host Society remains a critical component as it establishes the LOC and acts as the official host of the Congress (e.g., establishing the LOC, assisting with local arrangements, coordination and selection of venues, dates, etc.) We expect that the involvement of a management company facilitates many aspects of hosting the Congress including the abstract submission process, negotiations with venues, and marketing, to name a few.
- 2) We suggest covering the following items in your preliminary proposal:
 - Desired Dates
 - Possible Venues
 - Advantages to ISBM and the host society for hosting ICBM 2022
 - Potential challenges (e.g., travel to location, seasonal costs of accommodations) to ISBM and the member society of hosting ICBM 2022
 - Potential Members of LOC
 - Statement on considering the ICBM guidelines such as number of keynotes, master lectures, workshops, gala dinner, opening and closing ceremonies, Congress themes (noting that the Scientific Program Committee or SPC will be responsible for the scientific content of the congress)
 - Preliminary outline of the program
 - Promotion/Marketing Plan

As this is a preliminary proposal, we are requesting an outline (e.g., options for the dates, options for the venue, potential LOC members, etc.). We will request a detailed proposal in the next phase of the application process.

Please, do not hesitate to contact us if you need further information or guidance. We look forward to hearing from you.

Best regards,

ISBM Executive Committee

Frank Penedo, President
Adrienne Stauder, Past-President
Urs Nater, President Elect
Joost Dekker, Treasurer
Maria Kleinstäuber, Secretary