

Call for Bids: General bid description:

Wetland Working Group of the International Association for Ecology (INTECOL)

12<sup>th</sup>INTECOL International Wetlands Conference to be held in 2024/25

The Wetland Working Group (WWG) of INTECOL is seeking offers to host the 12<sup>th</sup> INTECOL International Wetlands Conference in 2024/5. These meetings are held every four years and the scheduled 2020 meeting was held in Christchurch, New Zealand, but delayed one because of the Global Covid Pandemic. The WWG is seeking bids, which should be sent by e-mail to the Co-Chairs of the WWG:

Prof. Jenny Davis ([jenny.davis@cdu.edu.au](mailto:jenny.davis@cdu.edu.au))

Dr. Gillian Davis ([gdavies@bscgroup.com](mailto:gdavies@bscgroup.com))

Dr. Shona Meyer ([shona.myers@outlook.com](mailto:shona.myers@outlook.com))

Dr. Matt Simpson ([matthew@35percent.co.uk](mailto:matthew@35percent.co.uk))

Prof. Jos Verhoeven, Utrecht University ([j.t.a.verhoeven@uu.nl](mailto:j.t.a.verhoeven@uu.nl))

Prof. R. Eugene Turner, Louisiana State University ([euturne@lsu.edu](mailto:euturne@lsu.edu))

Bid review will begin August, 2022.

The outline bids should contain the following information:

- (a) the proposed location and its convenience for international travel;
- (b) the infrastructure to hold a conference for 1,000 to 2,000 participants and, in particular, the ability to house plenary lectures, concurrent oral and poster sessions in a common space;
- (c) the availability of hotel and hostel accommodation with approximate price ranges and, the availability of low-cost accommodation for students who want to attend the conference;
- (d) experience with organizing large meetings;
- (e) whether or not the proposal is supported by, or comes from, the appropriate national ecological society;
- (f) the estimated registration cost per person to provide the conference venue, projection facilities, poster boards, printed conference program, book of abstracts and any projected staffing costs based on 1500 participants;
- (g) the potential for obtaining sponsorship to reduce costs;
- (h) a preliminary budget with an overview of estimated costs and income.
- (i) the proposed structure of the various organizing committees;
- (j) the proposed composition of the local and international scientific committees;
- (k) a proposed theme for the congress;
- (l) any other information which may be useful to the WWG when considering the bid, including the limitations you foresee, so that we can see how to adjust for these contingencies;
- (m) Please include a copy of the organizer's resume.
- (n) Please address how online participation will be incorporated into the meeting structure.

The bids will be considered by the Board with a view to making a decision in early 2022, and involving further discussions with bidders. We would like to finalize the location sooner than later, but realize that there may be delays involved in scheduling site visits to review the venue.

Here are some guidelines that a potential organizer may wish to know when building the formal proposal:

### General

We would like a detailed bid to include a discussion of location, support (endorsements by higher administration, perhaps government officials) and tentative suggestions about the organizing committee. What is desirable is to see that the planning is underway, that the organizers are serious, and that the location is suitable.

### Local Organizing Committee

The proposal is from the local scientific/management who will have, and should have, great latitude in the meeting's content and organization. It is important to have wide international attendance and to have people come away from the meeting learning more about a different place, to be professionally engaged, and to have them want to go to the next one. The enthusiasm, inspiration and professional skills of volunteers is something that we'd like to see in the proposal.

### Is there a list of characteristics, rules, requirements or suggestions that must be accomplished by the organizers?

No. The organizers are the ones putting the majority of the effort that makes the meeting a success; they have local knowledge of the venue, etc. They should have much room to try new things, etc. We like to see, however, an opening and a closing session, a mid-week field trip, social events throughout the meeting, and associated pre- and post-congress tours. There is a mid-meeting day set aside for field trips, a dinner meeting the night before the opening for organizers of previous meetings, an opportunity for resolutions to be voted on at the end of the meeting, and engagements with the local community for more public talks at museums, government or other entities.

### Is there an International Committee that supervises and/or helps the organization of the Congress?

It is likely that Board members will help, but it would not be supervision. It is a collegial association of common interests. The WWG Board is comprised of the organizers of the previous meetings, and we work quite democratically. You should assume that your local group will be responsible for everything, but that you may have additional help from others (e.g., advertisement, fund raising, solicitation). Some WWG members will want to visit you before the meeting to be a part of the initial discussions and we will help with other aspects as respected.

### Is there a fixed or suggested schedule to comply with for the organization of the Congress (period of the year to hold the Congress, establishing times for announcements, types of announcements, information to be given in the announcements, registration rates, etc.)

There is no fixed schedule, but the availability of inexpensive rooms and enough meeting space limits the opportunities. We meet every 4 years, and they are usually in the summer/fall.

### How many will attend?

It is very difficult (and perhaps not polite) to directly or indirectly limit the number of participants. We do not want to have an organization that is overwhelmed by the number of meeting participants attending a huge ancillary meeting. But we also do want to have people meet

each other in an informal setting. There has to be a balance between the number of participants and the organizational structure/functions. If you want a very large meeting, then ask all related societies to join. Keep this a WWG meeting first and invite others to join as you see fit. The next meeting will surely have at least 700+ people, and maybe up to 1500. It seems quite natural to expect that regional science or conservation groups might join, because of personal or professional reasons, and to build a stronger regional infrastructure for sound wetland science and management.

Is there an obligation or is it recommended to produce a publication with the Congress papers?

Neither no nor yes. Many focused publications will encourage participation and are easier than trying to organize a large (expensive?) book. There is no obligation to have publications in one format or another. Some will flow naturally from special symposiums. We have been emphasizing to first getting symposium established (6-10 talks each), and then individual papers and posters second. The symposium organizers will frequently have their own priorities for publication (e.g., special journal publications).

Are funds available to support the meeting?

The WWG may have some funds for the next meeting (perhaps up to \$US 10,000), which will be grossly insufficient for anything other than for planning. We absolutely require these funds to be returned from the meeting afterwards, and would appreciate a donation for the next meeting. We have occasionally raised funds from US sources and foreign governments, and independent groups have always contributed.

Other information

It might be helpful to indicate the number of persons expected from out of the country, within your country, and opportunities for special field trips or cultural aspects of interest to the participants. Provide the names of colleagues and institutions that might provide special field trips or related activities.