

Call for Expressions of Interest (EOI) to host the

SWSD2020 Conference

Joint World Conference for Social Work and Social Development, 2020, with the Theme: Promoting Human Relationships

The Joint Steering Committee, representing the International Association of Schools of Social Work (IASSW), the International Council on Social Welfare (ICSW) and the International Federation of Social Workers (IFSW), is calling for expressions of interest (EOI) for organising and hosting the 2020 Joint International Conference on Social Work and Social Development (SWSD2020). This biennial conference is organized by agreement of the three organizations (IASSW, ICSW, and IFSW) and reflects a history of inter-organizational cooperation. Under the current agreement, the first conference was held in Hong Kong, China in 2010, the second in Stockholm, Sweden in 2012, the third in Melbourne, Australia in 2014 and the fourth in Seoul, Republic of Korea in 2016. The 2018 conference will be held in Dublin, Ireland. The conference is generally held in the month of July and anticipated to attract a minimum of 1,500 participants, but can be as high as 3,500 (Hong Kong).

The deadline for applicant organizations to respond to this call for expressions of interest (EOI) is **February 28, 2017**. Upon receipt of EOI, the Joint Committee will determine those EOI's that will be moved forward and request greater budget and organizational detail. The decision to award the tender will be made by the Joint Committee at its meeting in March 2017, after which a contract will be completed in order to finalize the agreement.

The successful applicant will fully address and demonstrate compliance with the following specifications and criteria:

1. All applicant organization(s) must be in current membership with their respective international body, i.e. IASSW, ICSW, or IFSW;
2. If the EOI is submitted by more than one organisation their must be a written agreement between the applicant organizations specifically noting that they represent the local/regional chapters of IASSW, ICSW, and IFSW;
3. All applicants must complete the EOI checklist (below) which will indicate their compliance with the minimum requirements—including that the Board of each applicant organization has voted to support the application;
4. Evidence to confirm the financial viability of the host organizations;
5. Evidence to confirm organizational capacity of the host organizations to organize a joint congress;

6. Proposed dates noting any potential advantages or disadvantages with the dates;
7. The level of anticipated local participation and support for the Conference;
8. An indicative budget, which covers all anticipated expenditures and sources of income, including those regarding the solidarity and scholarship funds (below);
9. Capacity for translation in the official languages of the three organizations (IASSW, ICSW, IFSW) and any local or regional language that would encourage and facilitate fuller participation in the conference. (English is the working language of the conference. Other languages include French, Spanish, and Japanese).
10. Indicative sub themes—note the final theme is decided by Conference Steering Committee.
11. Any events, anniversaries or additional reasons why the country should host the conference;
12. Proposed venue with detail of capacity to host plenaries, symposiums and workshops, and provide access for people with disabilities;
13. Availability of accommodation from inexpensive to five-star;
14. Legal or diplomatic restraints on attendance. A statement from the government will be required that there will be no barriers or restrictions on entry to the citizen of any country who is a bona fide member of any of the three organizations issuing this call;
15. Capacity to organize field visits;
16. Proposals for social events;
17. Opportunities for scholarships;
18. Proposals on marketing including interactive website for marketing, program and registration;

Preliminary inquiries and questions may be directed to Mr. Christian Rollet:
crollet3@gmail.com

Expressions of Interest should be sent, by the deadline of February 28, 2017 to: Mr. Cristian Rollet at, crollet3@gmail.com

EOI Checklist: 2020 Conference

The following checklist will be used by the three organizations (IASSW, ICSW, and IFSW) during the screening process. Expressions of interest should indicate where in their documentation these items are addressed (if the information is not listed in the space provided).

- Member of IASSW, ICSW, or IFSW
- Written agreement of support from the local/regional chapter of IASSW, ICSW, and IFSW
- Evidence of financial viability
- Evidence of organisational capacity
- Dates proposed
- Level of local participation and support
- Indicative budget with participant level of
 - 1,000; 1,500; and 2,000
- Capacity for translation
- Indicative themes
- Any events, anniversaries or extra reasons for hosting
- Proposed venue with detail of capacity and access
- Availability of a range of accommodation
- Legal and diplomatic constraints
- Capacity to organise field visits
- Proposals for social events
- Proposals on marketing and website
- Opportunity for scholarships

Draft Budget for 2020 Global Conference

EOI must include preliminary budgetary information in order to be considered. Following the first level screening, proposers will be asked to detail revenue and expenses in accordance with a more detailed budget format.

Draft Budgets should include options for 1500, 2000 and 2500 participants.

1, INCOME

- Registration fees (include fee levels and prospective participant numbers for members, non-members, participants from developing countries, and students)
- Government grants
- Grants from other sources
-

2. Venue

- Leasing/rental costs for venue
- AV equipment
- Stationery
- Interpretation
- Other venue costs

3. Programme Costs

- Expenses
- Speakers' travel and accommodation costs
- Transport costs
- Field visits
- Translation costs
- Other programme costs

4. Social Events

- Welcome event
- Conference dinner
- Other social events

5. Publications

- Delegate pack
- Other publications costs

6. Management

- Professional conference organizer fees
- Marketing
- Website
- Staffing
- Scholarships
- Returns to IASSW, ICSW & IFSW (minimum profit sharing)

7. Contingencies