

## Financial support for IMC 2011 participants

Jürgen Rendtel and Marc Gyssens

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As during previous years, IMO is making limited funds available to support participation in the *IMC* 2011. To apply for support, please do the following:

1. E-mail your application to IMO President Jürgen Rendtel, at [president@imo.net](mailto:president@imo.net). Include the word ‘Meteor’ in the subject line to get round the anti-spam filters. IMO cannot be held responsible for applications which are lost or arrive late. The application must be submitted by an IMO member, but may also request support for other meteor workers. The proposal must state that all the candidates are committed to attend the *IMC* (except for unforeseen circumstances) if the requested support is granted in full.
2. Complete an *IMC* Registration Form (preferably electronically) for everyone seeking support (unless already done before).
3. Include a brief curriculum vitae of everyone seeking support, focusing on aspects relevant to meteor work. Supported participants are expected to present either a talk or a poster at the *IMC*. (Indicate and detail this on the Registration Form.)
4. The application must explain the motivation for participating in the *IMC* and the importance of this participation to the person or group of persons requesting support.
5. Include a budget for travel costs and registration, and the amount of support requested. Other sources of external support, or their absence, must be mentioned. The proposal must indicate to what extent IMO support is essential to attend the *IMC*.
6. The applications should reach the President no later than Friday, 2011 June 10. The decision of the IMO Council will be made as soon as possible, probably within two weeks after this deadline. If the support is granted in full, the registration becomes definitive. If the requested support is not granted, or only partially granted, the candidates should inform the President within three weeks after notification of the IMO Council’s decision if they want to sustain or withdraw their registration. Most likely, the support will consist of waiving registration fees, which will be settled directly between the IMO and the Local Organizers. Any additional support, if granted, will be paid in cash at the *IMC*.

Should the application be turned down, the ‘early’ registration fee (i.e., without the surcharge for a late application) will still apply. We strongly encourage all meteor workers who want to attend the *IMC* 2011, but who are prevented from doing so by financial considerations, to apply for support.

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## Call for Future IMCs

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Regularly, the IMO Council sends out calls for organizing future *IMCs*. In this way, the Council wants to avoid the situation that no spontaneous proposals is offered, with as a possible undesirable consequence that we might have a year without *IMC*.

Hence, this is a formal call for organizing the 2012 *IMC*, as well as later editions. Typically, an *IMC* is supposed to take place around the third week of September, from Thursday evening (arrival of the participants) to Sunday lunchtime (departure of the participants).

Proposals are due 2011 June 1, and should be sent to the President, [president@imo.net](mailto:president@imo.net), preferably in PDF-format.

The IMO Council will normally decide on the proposal to be accepted in 2011 September, at the *IMC* in Sibiu, Romania. The Council may take advantage of the intermediate time to ask for clarifications or additional information from the candidates.

From past experience, we know it is often difficult to choose between several proposals. If multiple proposals merit the opportunity to host an *IMC*, the Council will contact such candidates to ask them to retain their candidacy for the next year. If in the next round the Council must decide between equally worthy proposals, priority will be given to the older one.

There are no forms to solicit for the 2012 *IMC* or subsequent editions, but your proposal should at least contain the following elements:

1. **Who are you?** Who is going to be the local organizers? Which local, regional, or national astronomical organization(s) is/are backing you up? What is your experience with meteor work? Have you been involved in past *IMCs*, as passive/active participant or as co-organizer? Do you or the organization(s) to which you belong have experience in organizing events that can be compared to an *IMC*?
2. **Why do you want to do it?** What is your motivation for wanting to organize an *IMC*?
3. **Where do you want to do it?** At what location do you want to organize an *IMC*? Why is this a good location? Can it easily be reached by plane, public transportation, and/or car? How many hours is it by public transport from the nearest major international airport? Provide a few pictures of the location, or, a weblink to such pictures.
4. **At what venue are you going to hold the *IMC*?** Preferably, lectures and accommodation should be under the same roof, but there is no real objection to the lecture room being at a separate location within easy walking distance from the accommodation. Describe the accommodation at your disposal. Preferably, add an offer from the hotel and/or the institution providing additional accommodation to prove that the venue you propose is indeed available and that the price is within the limits of your budget (see below). Provide also a few pictures of the accommodation, or, a weblink to such pictures.
5. **What will it cost?** Draft a preliminary budget for the *IMC* proposed. Mention all sources of income, in particularly sponsors or subsidies. Take into account that the price per participant should not exceed 150 EUR by much. Of this amount, 10 EUR must be reserved for producing and mailing the (post-)proceedings to the participants. With respect to the expenditures, take into account that the participants must be offered full board from Thursday evening, dinner, up to Sunday, lunch, inclusive. Of course, lecture room facilities should be accounted for, as well as a coffee break in the morning and in the afternoon. Finally, it is also customary to have a half-day excursion, usually on Saturday afternoon.  
 Note that, although the IMO provides the service of collecting the registration fees for you, the IMO will in principle *not* cover any negative balance that you might incur, so, please, draft your budget responsibly!
6. **Can it also be done in a later year?** We can only have one *IMC* every year. It is therefore important for us to know if you can also make this offer in a subsequent year. If there are reasons why the application cannot be postponed, please describe these reasons clearly! It is imperative that you answer the questions honestly. Of course, we understand that you are keen to organize next year's *IMC*, otherwise you would not have applied, but having a clear picture of the real time constraints of all the candidates is a serious help for the Council to make the best decision possible!

Of course, you may add to your application any information or considerations which you think may influence your candidacy favorably. In general, however, help the Council in seeing the wood for the trees! While it is important that your application is complete and addresses all the issues mentioned above, please do so *concisely!* Avoid beating about the bush with meaningless phrases and be as factual as possible!

If you are interested in applying for the local organization of the 2012 *IMC*, please email the President as soon as possible that you intend to apply by the due date of 2011 June 1. Even though such a declaration of intent is not a formal commitment, it is an indication for the Council as to how many applications may be expected: based on this information, the Council may actively solicit additional candidacies.

We hope to receive many candidacies!