



2019 HOST CITY APPLICATION

Name of Organization: _____
City: _____ State: _____ Country: _____
Name of contact person: _____ Email: _____
Phone number: _____

1. Describe your organization or city's commitment to the mission/vision of the Street Medicine Institute. Please describe the Street Medicine and/or healthcare activities for unsheltered (rough-sleeping) homeless people that occur in your community.

2. Why is your organization or city an ideal host for the 2019 International Street Medicine Symposium? Describe what aspects of your program or partnering programs you would highlight during the host city spotlight

3. Describe the venue where you would host the symposium and its maximum capacity for guests.

4. List hotel options available near the symposium venue, distance from the venue, and options for transportation or parking. Please include the average cost of hotel rooms and/or your ability to negotiate lower group rates.

5. Describe your capacity to help defray costs associated with the symposium either through funding opportunities or in-kind donations of space, food, audiovisual equipment, transportation, etc. If you are able, please include letters of support from partnering businesses/organizations that will provide in-kind donations.

6. Please describe partnering organizations/universities that will collaborate in hosting the symposium.

7. The Street Medicine Institute typically hosts an evening of networking and hors d'oeuvres during the symposium. Describe how your organization will be able to assist with this event.

8. Please describe any other unique opportunities that will assist the symposium planning committee in selecting your organization/city.

9. How would hosting the symposium benefit your Street Medicine program or community?

10. Please include a budget in the format on the following page. Please also include any letters of support from local agencies.

International Street Medicine Institute Estimated Budget Form

Item	Estimated Cost	Notes
Food per person for 200-300 people		Does the venue require use of their caterer? Includes light breakfast for 3 days, lunch for 2 days, and snacks
Venue		
Audiovisual equipment/ technical assistance		Minimum projector screens for 4 rooms, 4 microphones, sound equipment for the auditorium
Display boards for poster presentations		Include price per board
Transportation if needed		
Local advertising		May have minimal associated cost
Thursday evening social		Hors d'oeuvres and drinks
Other		
Estimated Total Cost:		