

## Call for location and venue proposals for the next SIETAR Europa Congress 2027

Dear SIETAR Members and National SIETARs,

Due to the necessary cancellation of the proposed SIETAR Europa Congress in Valencia in June 2026, SIETAR Europa is seeking **alternative host cities and venues in sustainable locations**. We invite submissions from individual members and from National SIETAR organisations interested in hosting the Congress.

The selection process will take place in **two clearly defined phases**, outlined below.

### Overview of the Two-Phase Submission Process

#### Phase 1: Expression of Interest (EOI)

An **Expression of Interest** allows potential hosts to indicate a **proposed city** and their intention to prepare a full proposal.

The purpose of this phase is to:

- Give the Selection Team early visibility of possible host cities
- Enable the Selection Team to provide **initial feedback** (including a go / no-go indication) before applicants invest significant time in a full proposal.

#### What to submit for Phase 1

- A short email (1–2 pages maximum) including:
  - Proposed **city**  
Brief rationale for proposing this city (e.g. accessibility, **barrier-free infrastructure, wheel-chair access**)
  - sustainability, local support;
  - Indication of who would be involved locally (individuals, National SIETAR, university, etc.)

Please note:

- An Expression of Interest does **not** need to include a confirmed venue or full costings **but should provide an approximate overview of anticipated costs and income**. Calculations can be presented with estimated numbers of attendees (such as 150, 200, 250, 300, ...).
- Following receipt, the Selection Team will review EOIs and respond with:
  - encouragement to proceed to Phase 2 perhaps recommending **possible adjustments**, or
  - feedback explaining why the proposal should not proceed further at this stage.
  - Response will be given max in two weeks till 15 March 2026.

## Phase 2: Formal (Detailed) Submission

Applicants who receive a positive response to their Expression of Interest will be invited to submit a **formal proposal**.

This detailed submission will include comprehensive information on:

- the **city**
- the **venue**
- facilities, accessibility, sustainability considerations
- detailed costs and local support arrangements

A separate document is attached outlining the **full set of information required** for the Formal Submission.

Once all formal submissions are received, the Selection Team will review them and make a final decision.

### Decision timeline:

The Selection Team aims to make its decision **within two weeks** of the detailed submission deadline (till 15th May 2026).

### Key Definitions (for clarity)

- City: the city or town where the Congress will take place (e.g. Lille)
- Venue: the specific location where the Congress sessions will be held (e.g. hotel, university, conference center)

## Indicative Timeline

- **Deadline for Expressions of Interest:**  
Sunday, **1 March 2026**
- **Deadline for Formal Submissions:**  
Thursday, **30 April 2026**

Applicants submitting an Expression of Interest will be informed promptly whether they are invited to proceed to Phase 2 and by when the detailed proposal should be submitted.

## Headline Criteria for the Formal Submission

Below are selected highlights from the attached detailed requirements document.

### 1. Proposed City / Town

#### International accessibility

- Rail, road, air, and sea routes
- Particular attention to **sustainable travel options**

As travel represents the largest component of the Congress carbon footprint, SIETAR Europa aims to **maximise delegate travel by means other than flying**. Cities that align strongly with SIETAR's sustainability objectives will be favoured.

#### Local accessibility

- Distance and travel time from airports and rail stations to:
  - key hotels
  - the venue
- Transport options:
  - walking
  - public transport
  - shuttle buses
  - taxis
- Comments on the **sustainability of local transport**

**Cultural and tourist appeal possible special events (concerts, theater, displays) exhibitions.**

## 2. Venue

- Type of venue (hotel, university, conference centre, etc.)
- Capacity and suitability for a SIETAR Europa Congress
- Facilities, accessibility for people with special needs including dietary requirements and layout

SIETAR Europa particularly encourages **cooperation between National SIETARs and universities** when considering venues.

## 3. Local Support

### SIETAR involvement

- Is there a local SIETAR team willing to support Congress preparation?
- Please include:
  - names
  - potential roles
  - have you ever been involved with organizing or participating in an event at this venue and, if so, how?

### Non-SIETAR support

- University or academic partners
- Local authorities
- Local sponsors
- Professional Congress Organizers (if needed)

## 4. Selection Criteria

**Sustainability** is a central factor in selecting the next Congress venue. Priority will be given to locations that can be reached without air travel and that actively reduce the environmental impact of participant travel. Proposals should demonstrate a strong commitment to sustainable operations, including easy access to public transport, environmentally responsible initiatives, and venues that limit or eliminate paper and single-use plastics.

In addition to sustainability, proposed venues will be assessed using our 5A framework, which focuses on the following dimensions:

### 1. Affordable

The host city should offer accommodation and services across a broad price range, making participation feasible for attendees from different regions and professional

backgrounds. Proposals that include affordable options for online or hybrid attendance are strongly encouraged.

## **2. Accessible**

The venue should be well connected through multiple transportation options, including air, rail, bus, and road, and supported by an efficient local public transport system. Facilities must be suitable for both in-person and remote participation to ensure inclusive, global access to the Congress.

## **3. Attractive**

The host city should provide a stimulating environment, with cultural, historical, and social attractions that enhance the overall Congress experience. The venue itself should offer modern, high-quality meeting facilities and opportunities for meaningful activities before and after the event.

## **4. Achievable**

Applicants must demonstrate the capacity to deliver a successful Congress, including appropriate infrastructure, professional event support, and sufficient staffing or volunteer resources. Endorsement from a national SIETAR association and an active local SIETAR community is highly desirable, as is support from local or regional authorities.

## **5. Advanced**

Proposals should reflect the ability to host a forward-thinking and innovative Congress. This includes creative program design, interdisciplinary content, engaging formats, and strong networking opportunities. Robust technological capabilities to support hybrid and virtual sessions are essential.

## **How to Submit an Expression of Interest**

Please send your Expression of Interest by email to:

**SIETAR Europa Venue Proposal Selection Team email address:**  
**[congress2027@sietareu.org](mailto:congress2027@sietareu.org)**

Following receipt, the Selection Team will respond (within two weeks) with feedback and next steps, including whether and when a formal proposal should be submitted.

We very much look forward to receiving your ideas and to working collaboratively to identify an excellent alternative host for the SIETAR Europa Congress 2027.

With best regards,  
SIETAR Europa Congress Venue Selection Committee