General Information and Criteria

Young Planning Professionals Workshop

<table>
<thead>
<tr>
<th>Criteria</th>
<th>LOC-ISoCaRP</th>
<th>VROM-ISoCaRP</th>
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</thead>
<tbody>
<tr>
<td>Age</td>
<td>&lt;= 32 years</td>
<td>&lt;= 35 years</td>
</tr>
<tr>
<td>1. Professional Planner</td>
<td>5 years</td>
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<tr>
<td>2. Master Student</td>
<td>3 years professional experience</td>
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<tr>
<td>3. PhD Student</td>
<td>3 years professional experience</td>
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<tr>
<td>4. Master or PhD Degree</td>
<td>2 years professional experience</td>
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# A background in planning, (urban) design, regional economics or geography, or architectural studies is desirable.
# Personal experience and education focusing on the special theme of the workshop will also be considered in the selection process of Young Planning Professionals.

Criteria for Admission
(1) Abstract* related to the Congress theme should be submitted on the online Internet Submission Paper Platform (see Call for Papers).
(2) Application Form
(3) Curriculum Vitae
(4) Recommendation Letter (by an ISoCaRP member or employer or University Professor)
* The submission of the abstract has two objectives: (a) to be invited by the General Rapporteur of the Congress to present a paper in one of the main congress sessions (b) to show the YPPs Coordinators the candidate’s expertise in planning and his/her abilities of expression.

Selection of Candidates
All YPP Workshops fall under the responsibility of the ISoCaRP Vice President YPP. Each YPP Workshop has its own YPP Coordinators (ISoCaRP-LOC-stakeholders if applicable)
The YPPs Programmes are coordinated by their own coordinators. The YPP co-ordinators are involved in and are responsible for the selection of the candidates. The selection is always striving at (i) an equal participation per continent (ii) an equal representation of males and females (iii) a representation of different planning related disciplines.

Definition Participation based upon selection outcome
Three options for participation are possible:

1. The YPPs’ abstract is only selected by the General Rapporteur of the Congress who invites the author of the abstract to prepare his/her full paper and to present it in one of the main congress sessions. In this case:
   # The candidate is invited for participation in the main congress at a reduced fee (see registrations: candidate planners; reduced fee)
   # The candidate is NOT invited for participation in the Young Planning Professionals Workshop.
2. The YPPs’ abstract is not selected by the General Rapporteur, but the YPP Coordinators select the YPP considering other criteria for admission valid for the YPPs workshop. In this case:
# The candidate is invited at a reduced fee to the main congress, but NOT as a presenter
# The candidate is invited to the selected YPPs’ Workshop
# Participation for both events: see registrations, Young Planning professionals; reduced fee.
Sponsoring might be considered (see support)
3. The YPPs’ abstract is selected by the General Rapporteur and the Young Planning Professional himself by the YPP Coordinators. In this case:
# The candidate is invited for participation in the main congress and to present his/her full paper in one of the congress sessions
# The candidate is invited for participation in the selected YPPs Workshop
# Participation for both events: see registrations, Young Planning professionals; reduced fee.
Sponsoring is considered (see support)

**Definition Agreement**
Acceptance of invitation to the YPPs workshop implies:

- An Agreement to be duly signed for acceptance by the YPP - stipulating the candidates’ rights and responsibilities - between ISoCaRP and cooperating Institutes (e.g. LOC and/or Stakeholder) and the invited candidate.
- Compulsory participation in both, the YPPs workshop and the main congress event (about 8 days in total).

The Agreement takes effect after acceptance of the candidate (signature). The agreement requires the candidate’s submission of additional documents such as: earmarked flight costs by travel agent and flight schedule.

**Support**
**Candidates from Developing Countries** (see Registration Form)
ISoCaRP-LOC and the cooperating Institutes and/or Stakeholders are happy to organise these YPPs Workshops and to give candidates from developing countries the following financial support:
- a) Travel (about 20-40% of the total travel costs). The other part of the costs should be borne by the selected/invited candidate him/herself. As a philosophy, candidates – travelling distances <500 km between home/congress country - are kindly requested to find the most environmental way of travelling.
- b) Full accommodation costs for 9 nights in a double-shared room (separate rooms for women and men)
- d) Congress fee will be waived if selection under Definition Participation 3 applies, (see definition participation)
Candidates complying with the definition developing countries and wanting to apply for this financial support should fill in the special request on the application form.

Invited Candidates (not eligible for support) have to pay all travel and accommodation costs as well as the reduced fee (see Registration Form) themselves.

**After Selection/Invitation**
# All Candidates receive the outcome of the selection according to the time framework.
# Invited candidates will receive an agreement with details concerning their participation.
# After receipt of all accepted/signed agreements, the coordinators receive a final list of candidates.

**Participation Fee**
See Link Registrations for height of fee and basic inclusions.
Additional Benefits for all Young Planning Professionals:
# Entrance to the YPPs workshop (lunches and dinners included)
# 9 days local public transport
# Last Congress Evening: Farewell Evening Dinner
Accommodation

One Accommodation. In order to create a strong international relationship, selected/invited candidates are all staying in the same hotel in double rooms (compulsory).
See link Hotels (double rooms: price to pay 50% per person)
Rooming list (males/females separately) will be drawn up by the ISoCaRP Secretariat;
Discussion on rooming is not possible.

Invited participants wishing to bring along their Partner: In order to secure the team working spirit, ISoCaRP cannot allow disturbance by the presence of possible company during the entire length of the YPPs workshop (often the work continues in the evenings).

Room-sharing: This also applies to the sharing of rooms during the length of the workshop.
At the start of the main Congress it will be possible to share a room with a partner. However, the YPP has to take care that the partner’s accommodation will be paid for and has to pay for any possible extra costs that his/her initial YPPs workshop roommate will have to face.

Time Framework 2006
25 April: Deadline all documents as mentioned under ‘Definition Complete Application’.
11 May: The General Rapporteur will inform all Candidates on the choice of abstracts via the ISoCaRP Secretariat.
20 May: The Coordinators will inform all Candidates about their choice of candidates, that – to emphasise it once more – might differ from the choice of the General Rapporteur and this Team.
25 May: Chosen candidates receive their agreement.
30 May: Accepted/signed agreements must be with the ISoCaRP Secretariat including other required documents, a.o. an earmarked travel agent’s invoice and flight schedule.
30 June – 30 August: ISoCaRP will keep in touch (final list of participants and other details).

Attention: Candidates invited under Definition Participation 3) also have to comply with the specific deadlines there (see ‘Call for Papers’).

Poster
ROUTLEDGE Publishers (UK) has made available to ISoCaRP a prize of € 400.
All YPPs – whether accepted or not for Paper Presentation in the main Congress – are invited to bring along a Poster related to the Congress Theme. All Posters will be exhibited at the main Congress Venue.
The ROUTLEDGE Prize will be awarded to the Poster that best presents the contents of the paper in a visual way. The communicative quality will be the most important criterion. Congress participants should want to “read” the poster, preferably on more than one level of attention and detail; and by an attractive design and layout.
The Award Ceremony takes place at the end of the Closing Session of the Congress.
Poster format: follows after selection/invitation

Visa
Visit: http://www.mfa.gov.tr/MFA/ConsularInformation/

YPPs Publication
After the congress a booklet on the YPPs’ workshop will be published. All YPPs participating in the Workshop are obliged to write down the results of the work of their specific group during the congress or immediately after. Whereas the results presented by the YPPs at the main congress mostly will be done through means of a Powerpoint Presentation, this report has to be a written one, including some of the pictures of the powerpoint presentation. The final lay-out, printing etc. of the book will be done by ISoCaRP/stakeholders. (For examples please have a look at the ISoCaRP website, publications).

Frequently asked Questions
> If my abstract is selected do I also have to prepare the full paper for presentation in the YPPs Workshop?
LOC-ISoCaRP Workshop: No. The Full paper – cases 1) and 3) above - needs to be prepared as a hard copy in Word and should be suitable for presentation in one of the main congress sessions only;
The LOC - ISoCaRP YPPs Workshop itself is a hands-on workshop and aims at results to be achieved by the YPPs
groups in that particular YPPs workshop.
VROM-ISOCaRP Workshop: Yes, see link YPPs VROM

> If my abstract is selected am I obliged to prepare the full Paper and to present it in one of the main Congress Sessions?
Yes: ISOCaRP encourages YPPs to present their paper to a greater audience as part of the development of their professional career.

> If I apply for the VROM-ISOCaRP YPPs Workshop should my abstract be related to the theme of this workshop or to the main congress theme?
The VROM workshop theme is related to the main congress theme (seen from a different perspective). It is advised to submit an abstract which combines the VROM YPPs subject with the main congress theme in view of a possible invitation for a full paper presentation in one of the main congress sessions.