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To: VdGM Europe Council Members

Subject: Invitation to bid for the next VdGM Forum

The VdGM Executive Group invites Europe Council Members to submit bids to host the 8th VdGM Forum which should take place after WONCA Europe London 2022 (27th June-1st July 2022) and before the WONCA Europe Preconference in 2024 (still to be decided but likely early summer 2024).

National representatives interested in hosting are invited to submit proposals by midnight of June 6th 2021 to [secretary@vdgm.eu](mailto:secretary@vdgm.eu)

This will allow a 3-week window for the Council to read the material and submit questions to applicants / provide feedback to the bids before the vote, highlighting ways to help candidates improve them.

The winning host will be selected by vote at the next Council meeting which will be held online on the 27th June 2021. The bidders are invited to attend to present their bid; there will also be time for some questions before the vote.

Candidates should prepare a document and a PowerPoint/video presentation. The document should not exceed 10 pages; tables/diagrams and good graphic design are welcome.

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**Executive Group**

**President:** Nicholas Mamo   **Immediate Past President:** Katarzyna Nessler   **Secretary:** Kerry Greenan  
**Treasurer:** Nadia Toumi   **Awards & Fundraising Officer:** Marta Kurdziewicz-Roszkowska  
**Events Officer:** Alessio Platania   **Exchange Officer:** Rocio Garcia-Guterriez Gomez   **Image Officer:** Christian Rechtenwald  
**Policy Officer:** Julien Artigny   **VdGM Liaison to WONCA Europe Executive:** Sonia Tsukagoshi

The VdGM Forum is an approximately two-day event, independent from the WONCA Europe Regional Conference or any national scientific event.

It is delivered by young doctor representatives of the local Host Organising Committee assuming organising, logistic and financial responsibility and in collaboration with the local National Members Organisation or local Medical Organisation (depending on your country).

The Forum should offer:

- a brief scientific program consisting of opening and closing ceremonies, interactive skills and knowledge development workshops, group discussions and subsequent presentations on the theme of the event, *submitted by the VdGM participants*. There will be a call for abstracts but this is up to the HOC to execute.
- spotlight sessions by VdGM SIGs and WONCA Europe Networks.
- keynote speakers who can be invited from outside VdGM if the theme of work is relevant to young family doctors
- a 2-3 day optional professional exchange in the primary care consultations of the host country which should take place prior to the scientific event
- an affordable social program, which introduces participants to the national culture of the host country.
- a space for the conducting of a half a day VdGM Europe Council Meeting prior to the Forum start
- rooms for meetings of VdGM special interest groups

For the content of the bid please consider the following suggestions, we are aware some information may not be known at the bidding process, especially while still in the middle of a pandemic.

### **Date for the Forum**

*Please consider the following WONCA Events which will take place in the selected period which could clash with the Forum (and any relevant National event), so ideally the event should be spaced at least 3 months away from any of them. You do not need to specify the exact date if not known, a proposed period would be ok.*

- WE London 2022 (27th June-1st July 2022)
- WE 2023 (still to be decided but likely early summer June/July 2024)
- Wonca World Sydney2023 (26th-29th October 2023)
- WE 2024 (still to be decided but likely early summer June/July 2024)

### **Host Organising Committee**

*Names, roles, contact details*

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## Scientific Programme

*Theme*

*Ideas/draft for presentations, workshops and keynote speakers' structure and planning*

*Ideas for the involvement of SIGs and WONCA Networks*

## Logistics:

*Organisational support (PCOs, NMOs, etc. if available or not)*

*Venue (address, structure and capacity of the rooms, equipment available)*

*No. of Participants*

## Financials

*Budget Expense Planning*

*Sponsorships/funding*

*Fees should not exceed 110€, VdGM Executive members (10 people) do not pay the registration fee*

*How you would use eventual funding from the VdGM*

## Social Program

*All social events planned, please include costs for participants if any, the minimum and the maximum number of participants. For the social program of the exchange please include if open also to people not involved in the exchange*

## Conference Exchange

*No. of participants and tutors, location(s), dates*

## Image/Promotion

*Logo and mascot if applicable*

*Plans and deadlines, including calls for abstracts, the opening of registration etc. if possible*

## Travelling & Accommodation

*Air travelling (incl. low-cost) - please put the data closest to reality, since accessibility is crucial for the success of forum attendance*

*City transport to the venue*

*Enough accommodation close to the venue, inclusive Low-cost accommodation*

**Informal enquiries are welcome and should be made to [events@vdgm.eu](mailto:events@vdgm.eu)**

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