

## **MICCAI Sponsorship and Endorsement of Satellite Conferences and Summer/Winter Schools**

The MICCAI Society has two different mechanisms to support small-scale scientific events associated with medical image computing and computer assisted interventions (this excludes tutorials and workshops held in conjunction with the annual MICCAI conference). These are:

### **1. MICCAI Society Sponsored Event**

The event organizers will:

- Receive funding from the Society (up to \$5k) in the form of a loan.
- Endeavor to make a profit (i.e. the Society will not be subsidizing meetings).
- Provide to MICCAI Society Members discounted registration fees to the event that are less than the standard early-bird rate.
- Provide a link to the MICCAI Society membership registration webpage to enable a registrant to choose to become a Society member.
- Include the MICCAI Society logo on the webpage of the event as a “MICCAI Society Sponsored Event”
- Include the MICCAI Society logo on the proceedings of the event.

The MICCAI Society will:

- Expect to recoup the loan.
- Receive a share of any profit (50% is the default if the risk is equally shared).
- Increase the event visibility by advertising the event via the MICCAI society mailing list, the MICCAI Society website, and (if timing allows) during the annual MICCAI Conference.

### **2. MICCAI Society Endorsed Event**

The event organizers will:

- Include the MICCAI Society logo on the webpage of the event as a “MICCAI Society Endorsed Event”.
- Include the MICCAI Society logo on the Proceedings of the event.

The MICCAI Society will:

- Increase the event visibility by advertising the event via the MICCAI Society mailing list, the MICCAI Society website, and (if timing allows) during the annual MICCAI Conference.

### **How to apply for MICCAI Sponsorship and Endorsement**

At least one of the event organizers has to be a full and current member of the MICCAI society. The event organizers are expected to prepare a short proposal for sponsorship and endorsement, which includes details of the names and experience of the organizing committee, and any other relevant information on the meeting. If the meeting has taken place in the past, please also provide information about the events history (previous editions, history, etc.).

The proposal should be sent to the MICCAI Board Secretariat, Janette Wallace (jwallace@robarts.ca) **at least 3 months** before the event is taking place.

Please note that access to the MICCAI mailing list will be restricted to at most three postings: An initial call for papers/participation, a second call for papers/participation, and a further, final mailshot, e.g. to announce the final program. Organizers should indicate posting dates in their application.

Organizers of Endorsed and Sponsored meetings also will be invited to write a short article on the meeting for the Society newsletter after the event.