

CAMT Conference Proposal

Host Venue Proposal

The national conference of the Canadian Association for Music Therapy provides its members with an annual forum for professional development, sharing resources, networking, and development of the field. As such, it constitutes a vital member service, and the CAMT aims to provide a high quality and diverse experience for all music therapists attending. Groups or individuals interested in hosting the national conference in either 2012, 2013, or 2014 are asked to submit a written proposal which includes all the information requested below. We ask that proposals be submitted no later than February 28, 2011 to the following addresses:

Laurel Young – CAMT Vice-President

Vice.president@musictherapy.ca

Cynthia Bruce-CAMT Chapters Liaison

chapters@musictherapy.ca

Please ensure the following information is provided in your proposal. Although we are asking you to be as concise as possible, be sure that all information is complete.

1. Provide details regarding the year in which you would like to host the national conference along with your proposed conference venue including the rationale for and strengths of your proposed location. Be sure to include as many details about availability of transportation to your venue and approximate costs if possible.
2. Will your venue meet each of the following space requirements?
 - a. Adequate space for plenary sessions
 - b. Space for 4-6 concurrent sessions
 - c. Space for board and committee meetings both before and during the conference
 - d. 2-3 spaces for pre-conference workshops
3. Please provide a letter/email from a person associated with the venue to confirm that adequate space will be available on the proposed dates.
4. Please outline what strategies you will use to raise extra funds for the conference.
5. What are your proposed conference dates (May 2012, 2013, or 2014)?

6. What is your proposed conference theme?
7. Please provide the names of your proposed conference planning committee including those of your conference chair/co-chairs.
8. Please provide any further information that you feel is relevant to the strengths of your proposed location.

Please Note: You will be expected to prepare and submit a conference budget to the CAMT within a time period to be determined after the conference venue has been chosen. It is also required that you enter into and sign a profit sharing agreement with CAMT if your proposal is successful.