

## PAPU Inaugural Conference

### Hosting the Pan-African Psychology Congress

The Pan-African Psychology Congress is held every three years, under the auspices and direction of the Pan-African Psychology Union (PAPU). The host country (a national psychology association, coalition or federation of psychological organisations) must be a PAPU member. It is then the responsibility of the National Member (and its scientific community) to organise the Congress - including developing the programme, issuing calls for participation, publicising the Congress, arranging accommodation, arranging special programming and cultural and related events/tours, and usually arranging additional funding through grants, sponsorship, and other financial contributions.

If you believe your country/city would be appropriate for hosting the Inaugural Pan-African Psychology Congress at the end of 2017/beginning of 2018, and if your country is a member of PAPU, please submit an application, bearing in mind the following considerations:

#### 1. Logistics

To establish the feasibility of submitting an application, a potential host should consider certain logistical issues for proposing a Congress venue, such as:

- Is there a congress venue to host at least 1000 participants?
- Are there sufficient hotel rooms (approx. 600) within walking distance to the congress venue that allow a range of rates, from inexpensive to deluxe? If hotel rooms are not within walking distance, is transportation to the congress venue easy and frequent?

#### 2. Scientific Programme

Is there a scientific psychology community to develop the Congress Programme? The scientific psychology community in the Congress country is responsible, under the guidance of the PAPU Executive Committee (EC), for the Congress scientific programme. You should provide evidence that the psychology community in your country is willing and sufficiently able to develop a strong and balanced scientific programme with broad continental representation, and which will be open to psychologists globally.

PAPU adheres to the IUPsyS and ICSU principle of the Universality of Science embodying free and responsible practice of science, freedom of movement, association, expression and communication for scientists, as well as equitable opportunities for access to science and its benefits, access to data, information and research material; and actively upholds this principle, by opposing any discrimination on the basis of such factors as ethnic origin, religion, citizenship, language, political stance, gender, sex, sexual orientation, or age. Provide evidence that any psychologist or student of psychology, from whatever country, will be allowed to enter your country without special requirements (except for the regular passport and visa). It is a good idea to include an official letter from your country's government, stating explicitly that your country will allow any psychologist or student of psychology and their accompanying persons who duly apply for a visa to attend the Congress without hindrance.

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### 3. Communications

There is a requirement for intensive and frequent communication between the Congress organisers and the PAPU EC. For example, the overall structure of the scientific programme, Congress publications (abstracts, proceedings), and other Congress details need to be approved by the PAPU EC, and other organisational components need to be discussed. It is therefore important that you can guarantee good communication with the PAPU EC and particularly with its Officers and with the designated PAPU liaison. In addition, it is essential that you can demonstrate that you will keep psychologists and students of psychology on the continent and internationally regularly informed about the Congress, especially electronically.

### 4. Resources and Budget

Costs for participating in the Congress are a critical factor. It is the responsibility of the local organising committee to arrange additional funding through grants, sponsorship, and other financial contributions from public and private entities. PAPU expects that the Congress registration fee will be reasonable, that there is a range of good hotel rates (particularly including inexpensive ones), and that travel costs can be kept as low as possible. Despite efforts to keep costs low, travel is expensive for young psychologists, and for psychologists from the majority world and transition countries. It is therefore important to provide a plan that will guarantee special fees, housing, and support for those colleagues. This plan should be clearly outlined in the budget.

A balanced budget needs to be provided in outline. The local organising committee is entirely responsible for covering costs for the successful hosting of the Pan-African Psychology Conference. In case of surplus, the contract will stipulate the procedure to be followed. Thus, it is important to show realistically how the income (registration fees and other income) will cover your costs.

Remember the budget needs to cover the expenses of the PAPU EC meeting which will be held in the Congress city at least two years in advance of the Congress. Moreover, the PAPU EC appoints one of its members to be the liaison person to the Congress and that EC member's costs need to be covered for frequent attendance at the meetings of the local organising committee; the frequency depends on the need but will be between three to five meetings.

### Timing

Submit a letter of intent to the PAPU Secretary-General [cmkole@ug.edu.gh](mailto:cmkole@ug.edu.gh) and copy the PAPU Treasurer [anndwatts@iafrica.com](mailto:anndwatts@iafrica.com). This allows these PAPU Officers to help you prepare the application file in advance of the PAPU EC Meeting where the decision of host country/city will be made.

The PAPU EC looks forward to receiving your application.