

Biochemical Pharmacology Discussion Group

2019 CALL FOR PROPOSALS

The Biochemical Pharmacology Discussion Group (BPDG) at the New York Academy of Sciences **invites you to submit a proposal for a symposium** to be held in 2019.

The BPDG represents a diverse group of scientists from industry and academia who are interested in biochemistry, molecular biology, biomedical research, translational medicine, and related areas. The group brings these communities together to share innovative information at the frontiers of research and development at an annual symposium series. The group also serves as the Biochemical Topical Group for the American Chemical Society's New York Chapter.

Proposals are submitted by scientists from academia and industry and cover a broad range of topics and disease foci, **with the common goal of exploring an unmet need for the development of novel therapeutics**. Submissions are reviewed by the BPDG Steering Committee, members of our scientific community, and Academy staff to select a balanced portfolio of high quality, cutting-edge symposia. The organizers and speakers for BPDG symposia represent the breadth of the scientific community and include junior investigators, women, and participants from underrepresented groups in science. Our programs include ample opportunities for networking, often including a poster session, short talks for late breaking data/junior investigators, and career oriented workshops for trainees. All of our symposia provide opportunities for young investigators to interact with senior scientists across sectors.

Submission Instructions:

Please email your proposal to Dr Sonya Dougal at sdougal@nyas.org by March 12. We welcome questions and discussion throughout the proposal development process. The BPDG committee will meet to review the proposals and send them out for voting by March 26. Programming decisions will be announced in early June. We look forward to receiving your proposal.

PROPOSAL TEMPLATE

Please use this form as the template for your proposal submission, retaining the headings, descriptions, and formatting.

- 1. Symposium Title.** Please provide a concise, descriptive name for the symposium (5–8 words)
- 2. Chair/Co-chair.** Please identify the Chair and optional Co-chair affiliated with this proposal (name, affiliation, and contact information). The Chair and Co-Chair are considered the lead individual(s) responsible for the scientific and logistical aspects of this proposal.
- 3. Scientific Organizing Committee.** The Academy recommends a Scientific Organizing Committee of approximately 3-5 individuals (including the Chair/Co-Chair) who would guide planning of the symposium and represent different institutions and points of view (e.g., academic, industry, basic, clinical, translational, patient/advocacy). We encourage expert representation from a variety of sectors, organizations, and geographies in order to provide a balanced perspective. The participation of women, persons with disabilities, and underrepresented minorities in science is also highly encouraged. The participation of proposed Committee members need not have been confirmed at the time of proposal submission. However, please indicate any individuals that are confirmed at this preliminary stage.

4. **Symposium Synopsis.** Provide a clear, succinct abstract of your proposed symposium (200 words or less):
 - Subject, background, questions, and research to be addressed
 - Learning Objectives (in bullet point format)
 - Expected Outcomes
 - Reference to a recent review article relevant to the scientific theme (if available)
5. **Needs Assessment and Significance.** Provide a rationale for the conference (400 words or less). This narrative should address:
 - Significance**
 - Explain the importance and relevance of the problem or critical barrier to progress in the field that the proposed symposium addresses
 - Explain how the proposed symposium will improve scientific knowledge, technical capability, and/or clinical practices in one or more field(s)
 - Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed goals of this conference are achieved
 - Innovation**
 - Explain how this symposium will challenge or seek to shift current research or clinical practice paradigms
 - Describe any novel or improved theoretical concepts, approaches, methodologies, instrumentation or interventions to be discussed, and any advantage over existing methodologies, instrumentation, or interventions
 - Describe any unique and innovative elements of the proposed symposium program and format that shall foster enhanced participant engagement and dialogue
 - If the target audience has or will convene at other forums, please indicate how this proposed symposium will distinguish itself from other meetings in the field
6. **Target Audience.** Please describe the scientific disciplines that would be represented within the target audience. Please indicate if you anticipate participants to be drawn from any specific sectors (e.g., academia, industry, government, general public etc.).
7. **Related/Competing Activities.** Please list recent and/or upcoming related activities (conferences, symposia, workshops, etc.) in the field, if any (name, date, and location). Your proposed symposium should fulfill an unmet need for the target community and not be redundant with other scientific forums designed for this target audience.
8. **Confirmed Sources of Symposium Support:** Please provide information regarding seed funding already secured to support direct and indirect expenses of the proposed symposium. Please distinguish between financial and/or in-kind support (e.g., shared resources).
9. **Potential Sources of Symposium Support.** If no seed funding is confirmed at the time of submission, please provide a list of individuals, foundations, societies, federal agencies, corporations or other organizations that have an interest in the subject matter of the symposium and may therefore be considered for possible support. Also include the name(s) of contact persons whom you know at these organizations, if available.

10. Potential Promotional Partners. Please list any organizations that may advertise the event. For example, large membership-based societies such as the American Chemical Society, or the American Society for Clinical Oncology.

11. Disclosures. Disclose relevant financial relationships and/or commercial interests of the Chair/Co-chair if associated with the content of the symposium.

12. Proposed Symposium Program.**

*** We appreciate that your symposium idea is at the early stage of development. However, please provide as much information as possible, to help us in reviewing your proposal. Do not invite speakers at this stage. The proposal will be reviewed and you will likely be requested to make changes to the program in response to the comments you receive following the peer review process.*

- Symposium should generally be 1 day in length, with no more than 8-10 speakers per day. The lecture schedule will fall within the hours 9AM – 5PM. One or two symposia each year may be selected to presented in a half day format
- Divide the conference into distinct Sessions, each with a specific theme, title, and proposed Chair or Moderator
- For each presentation, propose a title and a speaker (include the speaker's affiliation)
- Include programmatic elements such as debates, panel discussions, and networking activities
- Allow at least 90 minutes for a poster session over lunch or combined with an evening networking reception at the conclusion of plenary lectures
- Please refer to the sample agenda in Appendix 1 for your reference

Appendix 1: Sample Agenda

- 8:30 AM [Breakfast and Registration](#)
- 9:00 AM Introduction and Welcome Remarks
- 9:15 AM **Keynote Address:** (Speaker TBD)
- [Session 1: Title TBD \(Moderator: TBD\)](#)
- 10:00 AM Plenary speaker
- 10:30 AM [Networking Coffee Break](#)
- 11:00 AM Plenary speaker
- 11:30 AM Plenary speaker
- [Session 2: Data Blitz Presentations \(Moderator: TBD\)](#)
- 12:00 PM Selection from poster abstract submissions
- 12:05 PM Selection from poster abstract submissions
- 12:10 PM Selection from poster abstract submissions
- 12:15 PM [Networking Lunch and Poster Session](#)
- [Session 3: Title TBD \(Moderator: TBD\)](#)
- 1:45 PM Plenary speaker
- 2:15 PM Plenary speaker
- 2:45 PM Plenary speaker
- 3:15 PM [Networking Coffee Break](#)
- 3:45 PM Plenary speaker
- 4:15 PM *Panel Discussion or Other Interactive Format*
- 5:00 PM F1000 Poster Prize Presentation and Closing Remarks
- 5:15 PM [Networking Reception](#)
- 6:00 PM **Adjourn**