

YPPs Application Process – Criteria for Admission

Age: 32 years maximum

Professional Planner: 5 years

Master Student: 3 years professional experience

PhD Student: 3 years professional experience

Master or PhD Degree: 2 years professional experience

Application Documents

(1) Abstract related to the Congress theme (see Call for Papers)

(2) Application Form, duly completed and signed

(3) Curriculum Vitae, clearly indicating: date of birth, education, fields of interest and expertise or research

(4) Recommendation Letter (by an ISOCARP member, the Employer or by a University Professor)

A background in planning, (urban) design, regional economics or geography, or architectural studies is desirable.

Personal experience and education focusing on the special theme of the workshop will also be considered in the selection process of Young Planning Professionals.

Coordinators

The YPP Workshops fall under the responsibility of the YPPs Congress Team Members as mentioned in 'Congress Team'.

Selection of Candidates

Apart from the selection criteria as mentioned above, ISOCARP always strives at:

(i) an equal participation per continent

(ii) an equal representation of males and females

(iii) a representation of different disciplines related to planning.

Selection Process

• In cooperation with all Coordinators via ISOCARP Secretariat

Options of Participation

After submission of all four application documents as mentioned above and having complied with the criteria, two options for participation are possible:

1. *The YPP candidate is selected by the YPP Coordinators*

In this case:

- The candidate will be invited for participation in the YPPs' Workshop.
- The candidate might be eligible for sponsoring ('definition developing countries').
- The candidate, officially considered a YPP, participates in the YPPs WS and the main congress.

2. *The YPP candidate is selected by the YPP Coordinators AND also by the General Rapporteur of the main congress*

In this case:

- Same as above, AND
- The candidate will also be invited as an Author and to present his/her full paper in one of the main congress Workshops.

How does the selection take place?

The General Rapporteur of the congress and the YPPs Coordinators look at the submitted abstracts from different angles.

- The YPPs Coordinators consider the complete set of 4 application documents – abstract, application form, curriculum vitae and the recommendation – to get a good insight in the candidate's expertise and his/her abilities of expression.
- The selection process by the General Rapporteur of the main congress runs completely separately. The General Rapporteur of the congress is responsible for the entire scientific contents and final outcome of the main congress.

Consequently, it might happen that a YPP candidate is not selected by the YPPs Coordinators, but his/her abstract is still selected by the Congress General Rapporteur.

In this case:

- The YPP candidate is not invited for participation in the YPPs' Workshop.
- The YPP candidate is not eligible for sponsoring.
- However, the YPP candidate will be considered a Candidate Planner and will be invited to participate in the main congress as an author and to present his/her paper in one of the main congress Workshops.

After Selection/Invitation

- All Candidates receive the outcome of the selection according to the time framework.
- Selected candidates will receive an official invitation including an Agreement Protocol

Agreement Protocol

- Invited candidates have to comply with the Agreement Protocol, which includes an official agreement – issued by ISOCARP - stipulating the rights and responsibilities of ISOCARP, the cooperating Institutes and the invited YPP. It will also require specific additional documents to be submitted by the selected YPP (such as: earmarked flight ticket/flight schedule, copy of passport, etc.)
- The Agreement has to be duly signed for acceptance by the YPP.
- The Agreement takes effect after acceptance of the YPP.

Participation/Registration (additional benefits YPPs)

ALL invited YPPs having complied with the completion of the Agreement Protocol - irrespective of receiving a grant – have to pay the reduced registration fee. They benefit of all the congress inclusions (see 'registrations').

Congress Registration once selected/invited; via on line link in 'Registration'

Accommodation - Reservation

In order to create a strong international relationship, selected/invited candidates are all staying in the same hotel in double rooms (compulsory). All Young Planning Professionals pay their own accommodation. Instructions how to book and register will be communicated to the selected/invited YPPs.

Invited participants wishing to bring along their Partner:

In order to secure the team spirit, ISOCARP cannot allow disturbance by the presence of possible companions during the entire length of the YPPs workshop (often the work continues in the evenings).

Room-sharing after the YPP Workshop:

The initial room-sharing also applies during the entire length of the main congress. However, YPPs having brought along their partner are free to share their room with their partner after the YPP Workshop (thus as of 18 October) under the following conditions: (1) The YPP has to take care that the partner's accommodation will be fully paid for in advance (2) He/she also has to pay for any possible extra costs that his/her initial YPP workshop room-mate will have to face.

Time Framework 2009 – Selection Process

30 April: Deadline Complete Application (Abstract on-line; Application Form, Curriculum Vitae, Recommendation Letter)

1 June: Candidates will receive the Congress General Rapporteur's selection of papers to be presented in the main congress.

1 June: Candidates will receive the YPPs Coordinators selection of YPPs' candidates, which - to emphasise it once more - might differ from the Congress General Rapporteur's selection.

8 June: Chosen/selected YPPs receive their YPPs agreement for acceptance and signature.

12 June: Signed agreements must be with the ISOCARP Secretariat including other required documents, a.o. an earmarked travel agent's invoice and flight schedule.

Venues Young Planning Professionals Workshops

15-18 October (morning): Edifício da Junta de Freguesia do Pinhão (building of Pinhão local authority)

18 October (afternoon): Faculty of Engineering in Porto

19 October: Presentation at Faculty of Engineering in Porto

Poster

ROUTLEDGE Publishers (UK) has made available to ISOCARP a prize of € 400.

All YPPs – whether accepted or not for Paper Presentation in the main Congress – are invited to bring along a Poster related to the Congress Theme. All Posters will be exhibited at the main Congress Venue.

The ROUTLEDGE Prize will be awarded to the Poster that best presents the contents of the paper in a visual way. The communicative quality will be the most important criterion. Congress participants should want to “read” the poster, preferably on more than one level of attention and detail; attention is also paid to an attractive design and layout.

The Award Ceremony takes place at the end of the Closing Session of the Congress.

Poster format: follows after selection/invitation.

Visa

See ‘General Information’

YPPs Publication

After the congress a booklet on the YPPs’ workshop will be published. All YPPs participating in the Workshop are obliged to write down the results of the work of their specific group during the congress or immediately after. Whereas the results presented by the YPPs at the main congress mostly will be done through means of a Powerpoint Presentation, this report has to be a written one, including some of the pictures of the powerpoint presentation. The final lay-out, printing etc. of the book will be done by ISOCARP/stakeholders. (For examples of past years, have a look at the ISOCARP website, publications).

Sponsoring travel/accommodation

Thanks to special funding by the Dutch Ministry of Housing, Spatial Planning and the Environment (VROM), some 10 YPPs coming from emerging countries can be sponsored in a part (never in full) of their travel and accommodation costs.

This grant comprises of:

- a) Travel Support: From Euro 200 to Euro 450 maximum depending on the home country. The other part of the travel costs always have to be borne by the selected/invited YPP him/herself.
- b) Full Accommodation Support for 9 nights (14-23 October) in a shared double room (separate rooms for women and men)

YPP Candidates complying with the definition developing countries and wanting to apply for this grant should fill in the special request on the application form.

Payment of an allocated grant (without exception):

- > Travel grant: by ISOCARP to the YPP in cash upon arrival at the YPP Workshop (no sooner).
- > Accommodation grant: by ISOCARP directly to the hotel.