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| Application to organise a Physiological Society Two-Day Scientific Meeting |

Organise a two-day scientific meeting to bring together your community, both early career and established, to hear the latest research, network, forge new collaborations, and showcase your institution. If you have any queries, please contact the Events Team (events@physoc.org).

This form was last updated in September 2025.

Please complete all sections.

**Meeting title**

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**Suggested dates**

Typically the dates should not be in University term time.

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**Suggested venue**

The final decision of the selected location and venue will rest with The Society’s Events Team.

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**Details of the Scientific Programme Organisers**

Please ensure you have permission to give us the full committee’s contact details. Please note that at least one person on the Scientific Programme Committee should be a member of The Physiological Society. **The maximum number of Scientific Programme Organisers is three.**

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| Name | Affiliation | Email address |
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**Please select up to six keywords for the meeting**

[ ]  Autonomic Function and Neuroscience

[ ]  Blood Brain Barrier

[ ]  Cardiovascular, Respiratory and Autonomic Control

[ ]  Cellular Neurophysiology

[ ]  Cellular Signalling

[ ]  Comparative & Invertebrate Neuroscience

[ ]  Comparative Physiology

[ ]  Neural Development & Plasticity

[ ]  Health & Wellbeing Physiology

[ ]  Epithelia & Membrane Transport

[ ]  GI Tract

[ ]  Heart and Cardiac Muscle

[ ]  Human Physiology

[ ]  Ion Channels

[ ]  Locomotion

[ ]  Microvascular & Endothelial Physiology

[ ]  Muscle Contraction

[ ]  Molecular Physiology

[ ]  Neuroendocrinology/Endocrinology

[ ]  Placental & Perinatal Physiology

[ ]  Renal Physiology

[ ]  Respiratory Physiology

[ ]  Sensorimotor Control

[ ]  Sensory Functions

[ ]  Smooth Muscle

[ ]  Somatosensory Physiology

[ ]  Teaching

**Scientific Programme and invited speakers**

In the meeting budget, the maximum amount to be allocated to Scientific Programme Organiser and speaker travel support is £5000. While there is no prescribed invited speaker format, a **maximum of 12 invited speakers with no more than two RoW** per meeting is permitted. The Society will allocate travel allowances to organisers and invited speakers based on its geographical banding.

* RoW - £1000
* Europe - £350
* UK - £300
* Local - £100

Scientific Programme Organisers are encouraged to invite as many talks from submitted abstracts (at least eight) as the programme allows as oral communications. No financial support is available for oral, flash talk and/or poster communication presenters and they will be required to pay a registration fee.

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|  | **Speaker name** | **Affiliation** | **Speaker topic** | **Career stage**(Student, ECR, mid-level, senior, industry) |
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**Rationale for the Scientific Programme (500 words maximum)**Please provide a clear justification for the proposed programme. In your response, please consider the following:

* Importance: Outline the significance of the programme and its anticipated contribution to the field. (150 words)
* Timeliness: Explain why the proposed content is particularly relevant at this point in time. (150 words)
* Topicality: The relevance of the programme to current developments, debates, or priorities within the field.

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**Why would someone choose to attend this meeting? (500 words maximum)**Please describe the distinctive value of the proposed meeting for participants. In your response, please consider the following:

* Scientific relevance: What new knowledge, perspectives, or collaborations will the meeting provide? (150 words)
* Practical value: How will participants benefit in terms of professional development, networking, or skills? (150 words)
* Uniqueness: What sets this meeting apart from other events in the field? (150 words)

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**Details of the Anticipated Audience (300 words maximum)**Please provide a concise overview of the expected audience for your proposed programme. In your response, please consider the following:

* Predicted attendance: Indicate the anticipated number of paying participants.
* Geographic distribution: Identify the main locations or regions of the research groups likely to attend.
* Audience profile: Describe the professional background, career stage, and disciplinary focus of the expected participants.

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**Is this a repeat meeting?**

If so, please explain why it is timely now, note changes in the speaker panel, and highlight any current hot topics in the field.

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**Sponsorship and partner organisations**

We welcome the support of sponsorship to cover costs and keep registration fees down, and partner organisations to extend the reach of the meeting. If you have any existing contacts, please list them here.

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**Journal Special Issue**

Would you like to propose a special issue for one of the Society’s journals in association with this meeting? Please indicate below. The final decision lies with the Publications Team.

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**Diversity guidelines statement**

The Society is committed to increasing equality and diversity in the physiological sciences. Our work in this area permeates throughout all of our activities, organisers will be asked to commit to an aspirational target of 50% female representation of organisers and speakers, with a compulsory minimum of 33%. We will continue to work towards fair geographical balance as well as fair representation of both junior and senior research scientists.

<https://www.physoc.org/about-us/diversity/>

[ ]  **Please check the box confirming you have read and agree that your application meets this requirement.**