

ASBMB Networking Program: Proposal evaluation

The ASBMB Membership Committee–Community Building Subcommittee will review all proposals on a rolling basis. Proposals can be submitted by domestic or international ASBMB members who are in the categories of Graduate Student, Early Career, Regular, Industry or Emeritus. One industry networking event must be planned annually. Location will be considered to allow for a geographically diverse program. Each proposal should follow the criteria listed below.

Organizer name(s) and date submitted:		
Member type	<ul style="list-style-type: none"> • Is the applicant ASBMB member? • What is their member type? (Graduate Student, Early Career, Regular, Industry or Emeritus) • Are they domestic or international? 	
Organizer(s) information	Did each organizer include: name, affiliation, mailing address, email address and telephone number? Is the organizer’s location geographically diverse compared to other applicants?	
Event dates	Did they provide three potential event dates that are at least 90 days out?	
Event venue	Did they include a description of the venue, including its address, size limit and type (<i>e.g.</i> institutional building, hotel)?	
Target audience	Did they identify a target audience (<i>e.g.</i> graduate students, postdocs, early investigators, local industry researchers)? Will the targeted audience be narrow or diverse?	
Event agenda	Did they include a well-planned agenda?	
Speakers	Did they include preferred presentation topics and/or 1-2 proposed speakers? Are the topics and the proposed speakers timely and appropriate for the target audience?	
Marketing	Did they recommend appropriate venues for advertising the event?	
Impact statement	Did they share how their event will impact both local early career scientists (<i>e.g.</i> graduate students and postdocs) and broader, local scientific communities?	