



Industry Supported Educational Workshops

Application Process, Policies & Procedures

Industry Supported Educational Workshops are one full-day, or one half-day formats presented during the CRS Annual Meeting. These Workshops are generally organized as a collaboration between industry and academia and must be funded by outside organizations. Full-day Workshops require \$20,000 of funding; Half-day Workshops require \$10,000 of funding. CRS can assist in gaining this support, if needed.

Workshop proposals should cover topics not abundantly covered in other Annual Meeting sessions, which require specific attention. Topics should be innovative, educational, based on a clear objective and focused to achieve tangible out-puts. While they must comply with funding requirements, the goal of the Workshops is education.

Timeline for Application Process:



Step 1: The CRS Annual Meeting Program Committee (AMPC) will make a call for Workshop Applications beginning **Deadline #1** (above) for the 2022 Annual Meeting.

Step 2: Workshop applications must be submitted in full by **Deadline #2** (above) to be considered. All Workshop applications should include intended sponsor support, as well as the topic(s) and the name(s) of proposed speaker(s). Incomplete applications will not be considered.

NOTE: The Workshop organizer may contact the CRS Industry Relations Manager, Sabina Gargiulo (sgargiulo@controlledreleasesociety.org) to assist in making a formal request for funding from a potential sponsor.

Step 3: The AMPC will review all Workshop applications, first from a scientific and then from a financial perspective. Organizers who submitted applications will be notified no later than **Deadline #3** (above), regarding the status of their proposed Workshop(s). If approved, the organizer is responsible for sending next steps to speakers (information will be provided) and full financial support must be obtained for the Workshop to run.

Step 4: Speakers must confirm their participation and submit their information, including headshot and bio by **Deadline #4** (above).

Structure and Duration of Workshop:

- The agenda and proposed speaker(s); along with their topic(s) must be clearly defined in the application.
- The duration of the Workshop can be either one full-day or one half-day. **Please specify time duration on the application.**
- The AMPC may request organizers to revise their proposed Workshop length and content based on the overall meeting program, other Workshops and the amount of funding secured.



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Workshop Structure and Sponsorship Outline:

Criteria	Full-Day Workshop	Half-Day Workshop
Required Sponsorship Support	\$20,000	\$10,000
Timing	8 Hours	4 Hours
Registration Discount for Organizers	Complimentary Ticket to Workshop for up to two (2) organizers	Complimentary Ticket to Workshop for up to two (2) organizers
Workshop promotion and program/registration management	Provided	Provided

Sponsor Benefit Outline:

Benefit	10K+ Sponsorship	Under 5K Sponsorship
Lead Tracking - Who attended the session with contact information (email/phone provided based on opt-in)	X	
Complimentary Full Conference Registrations	Three (3)	
Company logo/link on the conference website	X	X
Company logo/link on the Annual Meeting website homepage	X	X
Company logo/link within the Annual Meeting website sponsor section	X	X
Social media "shout-out" from a CRS social media account	X	
Company listed on the CRS preferred vendor website, which is promoted in a quarterly email to all CRS members (4x in 2021)	X	X

Promotion of Workshop:

Workshops will be highlighted and promoted in CRS Annual Meeting related emails, on the CRS Annual Meeting website and CRS social media communication tools (Twitter, LinkedIn). They may also be promoted in scientific events organized by CRS and the CRS Local Chapters. Organizers and speakers are expected to help promote their Workshop and drive attendance through their networks.



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Sponsorship Procedure and Recognition:

Workshop application(s) should include intended sponsor support. Support may come from multiple sponsors but must reach the minimum funding necessary for the workshop duration being proposed. CRS will fully manage the sponsorship, sponsor deliverables and invoice the sponsor.

The **Educational Workshop Sponsorship Benefits Flyer** is created to assist organizers with securing funding for their Workshop and may be shared with potential sponsor(s).

Workshop Cancellation Policy:

- CRS reserves the right to cancel any Workshop if the minimum amount of sponsor funding is not fully secured within 90 days prior to the Annual Meeting & Exposition.

Contact Information:

Workshop Application, Program/Speaker management, Logistics:

Nicole Mascali

Meeting Coordinator

856-437-4665

nmascali@controlledreleasesociety.org

Sponsorship/Funding:

Sabina Gargiulo

Industry Relations Manager

856-380-6831

sgargiulo@controlledreleasesociety.org

General Meeting/Registration Questions:

meetings@controlledreleasesociety.org