

Society for **Benefit-Cost Analysis**

SBCA Sponsorship of External Events

In pursuit of its mission, SBCA may decide to sponsor or co-sponsor events or organizations. Sponsorship decisions are made on a case by case basis by the Executive Committee of the SBCA Board of Directors.

There are two broad types of sponsorship. The first pertains to sponsoring sessions at the conferences of relevant professional associations. The second pertains to sponsoring stand-alone forums, conferences and other events. SBCA has sponsored both types of events in the past.

A. Sponsoring Sessions at Professional Society Meetings

SBCA can partner with other professional associations to sponsor (or co-sponsor) conference sessions. In the past, we have partnered with the Society for Risk Analysis, the Southern Economic Association, the Western Economic Association International, the Association for Public Policy and Management, the International Academy of Health Preference Research, and the Society for Medial Decision Making.

Sponsorship Criteria

The general policy will be to approve any session proposed by a member as long as the following conditions are met:

- Someone has been identified to lead the effort
- The other conference will not unduly conflict with an SBCA event
- The proposed session appears likely to contribute to the reputation and mission of SBCA
- Any financial support required from SBCA will be justified by the expected contributions from the session

Sponsorship Approval Process

Anyone wanting to propose a session for SBCA to sponsor or co-sponsor should send an email to the Society President and Executive Director. The proposal should be brief and indicate:

- The conference where the session will be held and the society sponsoring the conference
- The dates and location of the conference
- Who will be leading the effort for SBCA
- The proposed topic and membership of the proposed session
- The relevant submission deadlines
- Any financial support expected from SBCA

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The Executive Director will circulate the sponsorship proposal to the SBCA Executive Committee with the expectation that a decision will be made at its next regular meeting (held the first week of every month). If the President feels that action must be taken more quickly, a special session of the Executive Committee or email vote can be held.

Sponsorship Expectations

For any sponsored session, SBCA will include a description of the session and associated conference in its newsletter and on its website.

It is expected that the conference organizers will indicate the SBCA sponsorship in its material publicizing the conference, including the conference program.

B. Sponsoring Independent Events

Sponsorship Criteria

As a general rule, event sponsorships must meet the following criteria:

- The event will help promote the SBCA mission of improving the theory and practice of benefit-cost analysis.
- The event will be open for SBCA members to attend at the published rates.
- The program will include, or at least be open to, having SBCA-affiliated speakers.
- The event host will be an established organization with sufficient resources and reputation to make the success of the event highly likely.
- The event must also be nonpartisan and focused on the generation and use of benefit-cost analysis, not on promoting a specific public policy. The one exception will be that events to promote public policy intended to foster the use of evidence and objective benefit-cost analysis will be acceptable.

In addition, any financial support SBCA will be expected to provide must be reviewed by the SBCA finance committee. If the financial support is not covered by an allocation in the approved SBCA annual budget, the new support must be approved, and the budget thereby amended, by a vote of the SBCA Board of Directors. If approved, the SBCA treasurer and executive director will arrange to have payment made to the host organization.

Sponsorship Approval Process

Organizations looking for SBCA sponsorship should ask a current SBCA board member to make an application on their behalf to the Executive Committee. The application will include a brief description of why the event meets the above criteria and an assessment of the event's net impact on SBCA finances. Applications will be circulated to all Board members. If any Board member

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has serious reservations, they should contact the SBCA president and jointly determine an appropriate course of review and decision.

Once any objections have been addressed, the Executive Committee will hold a vote. An application will be considered approved if at least 5 of the 7 executive committee members agree to the sponsorship. The full board will be apprised of the application and sponsorship decision.

Sponsorship Expectations

When SBCA agrees to sponsor an event, it will list the sponsored event along with a short description on the SBCA website's [Calendar of Events](#). Information about the event, including the name and short description, will be provided by the hosting organization and will be subject to review by the SBCA executive committee. The description will also include a hyperlink to a non-SBCA website that contains more detailed event information and registration options. SBCA will also include the same information in at least one issue of the regularly scheduled SBCA newsletter (assuming that all approvals and materials are received in time to be included). At its discretion, SBCA may also list the event on its home page with a link to the SBCA Calendar of Events. Finally, if time permits, SBCA will have space at its Annual Meeting where materials for the sponsored event can be made available to attendees.

Correspondingly, the event host will agree to provide the following for any event SBCA sponsors:

- Distribution of SBCA Materials to attendees (the SBCA materials will be provided by SBCA)
- Permit SBCA members to register at lowest possible fee offered to other registrants
- List SBCA as a sponsor on the event's website and, if time permits, on printed materials advertising the event.
- Include SBCA on any list of event sponsors displayed at the event

Adopted: May 17, 2019