



# THE GENEVA FOUNDATION

The future of military medicine. Today.

The Geneva Foundation is a 501(c)3 non-profit organization that advances military medicine through innovative scientific research, exceptional program management, and a dedication to U.S. service members and veterans, their families, and the global public.

Established in 1993, Geneva provides military medical researchers with a complete array of proposal development and award management services designed to secure funding and foster innovative research of specific relevance to the military community. Geneva has specialized capabilities in supporting federally funded research, conducting FDA-regulated clinical trials, and hosting conferences and events. **Today, Geneva currently supports:**

400+  
RESEARCH  
PROGRAMS

205+  
INVESTIGATORS  
WORLDWIDE

185+  
SPONSORS &  
COLLABORATORS

45+  
PERFORMANCE  
SITES

[GenevaUSA.org](http://GenevaUSA.org)

## CONFERENCES & EVENT MANAGEMENT

Geneva proudly supports the continuing education and training of military medical personnel by providing educational event planning and management services that meet the unique needs of the military research community. Geneva has specialized capabilities in planning and executing large and small events, including research symposiums; state, regional, and national conferences; scientific meetings; seminars and workshops; and training programs.

## PROFESSIONAL SERVICES

Geneva's team of knowledgeable professionals is experienced in all facets of event management, ranging from the planning of the event to the close-out activities. Geneva's comprehensive conference and event management services include:

- Needs assessment
- Strategic planning
- Registration management
- Travel & lodging arrangement
- Material design & production
- Site & vendor selection
- Sponsor solicitation
- Budget management
- Event & social media marketing
- On-site logistics management
- Event website administration
- Contract negotiation
- Continuing education credit (CME/CEU) offerings
- Speaker management
- Financial reporting & reconciliation
- Registration management

## COLLABORATING WITH GENEVA

Geneva's team of specialists offers a holistic approach to conference and event management. With a proven track record of successful event management, Geneva provides invaluable insight and support tailored to the client's specific needs and designed to maximize the potential of the event.

**Questions?** Contact Geneva at [BD@genevaUSA.org](mailto:BD@genevaUSA.org)  
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