

REQUEST FOR PROPOSALS FOR IEMSS 2018 ANNUAL CONFERENCE

Conference Title: **9th International Congress on Environmental Modelling and Software**

Proposed dates: End of June or beginning of July, 2018.

Location: To be determined.

Solicitation Closes: to be determined

Submission: Electronically in PDF form to iEMSSs Conference Committee

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ABOUT IEMSS

iEMSSs (we pronounce it "eye-em-es") is a not-for-profit organization uniting private persons and organizations dealing with environmental modelling, software and related topics.

THE AIMS OF THE IEMSS ARE TO:

- develop and use environmental modelling and software tools to advance the science and improve decision making with respect to resource and environmental issues. This places an emphasis on interdisciplinarity and the development of generic frameworks and methodologies which integrate models and software tools across issues, scales, disciplines and stakeholders with respect to resource and environmental issues;
- promote contacts among physical, social and natural scientists, economists and software developers from different countries and coordinate their activities;
- improve the cooperation between the sciences and decision makers/advisors on environmental matters;
- exchange information in the field of environmental modelling and software among scientific and educational organizations and private enterprises, as well as non-governmental organizations and governmental bodies.

TO ACHIEVE THESE AIMS, THE IEMSS:

- organizes international conferences, meetings and courses in environmental modelling and software;
- publishes scientific studies and popular scientific materials in the Environmental Modelling and Software journal (Elsevier);
- hosts a website which allows members to communicate research and other information relevant to the Society's aims with one another and the broader community;
- delivers regular information to members through the website and mailing lists.

CONFERENCE HISTORY

Traditionally, iEMSs hosts an international conference every two years. Previous conference locations and themes are shown in the following table. Information on these previous conferences can be viewed on their respective web pages linked from the www.iemss.org home page.

Year	Location	Theme/Title
2002	Lugano, Switzerland	Integrated Assessment and Decision Support
2004	University of Osnabrück, Germany	Complexity and Integrated Resources Management
2006	Burlington, Vermont, USA	Summit on Environmental Modelling and Software
2008	Barcelona, Catalonia, Spain	Integrating Sciences and Information Technology for Environmental Assessment and Decision Making
2010	Ottawa, Ontario, Canada	Modelling for Environment's Sake
2012	Leipzig, Germany	Managing Resources of a Limited Planet: Pathways and Visions under Uncertainty
2014	San Diego, California, USA	Bold Visions for Environmental Modeling
2016	Toulouse, France	TBD!

iEMSs aims for the conference to be the preeminent environmental modelling conference of the year. The 2018 conference will be the ninth iEMSs International Congress on Environmental Modelling and Software. This conference will serve as a venue for scientists, researchers, and environmental managers to meet and discuss the state of the art and science in our field and is expected to follow a rich and well-established tradition of facilitating such interactions.

SUPPORT BY IEMSS

The local organizing committee (LOC) will be responsible for all conference planning related to the venue, social program, and scientific program. The LOC will negotiate with iEMSs on the financial model for the conference. Generally, the conference should produce revenue that is returned to iEMSs equivalent to full membership dues for each paying conference attendee.

APPLICATION PROCESS

Please supply a brief proposal including the following information:

1. Your reasons for hosting the conference, and your goals for **iEMSs 2018**.
 - a. How will your conference succeed financially?
 - b. How will your conference succeed socially?
 - c. How will your conference succeed scientifically?
2. The hosting location.
 - a. What city will the conference be in, what is interesting about it?
 - b. What venue will the conference be in, what are the number of rooms available, seating, and associated pricing?
 - c. Available workshop facilities, number of rooms, computers per room, pricing, strategy for providing workshop facilities.
 - d. What accommodations are available? Where are they relative to the venue? Pricing? Quantity?
 - e. What is the maximum size your venue could entertain? The minimum?
3. The hosting organization and local community.

- a. Who is the committee chair person?
 - b. Supporting local organizations (companies, universities, user groups) and individuals that would be involved in the local conference committee, and a sense of their level of commitment.
 - c. Local organizing committee members.
 - d. How do you plan to manage/organize work and relations with iEMSs (especially with the board and conference committees)?
4. The budget.
- a. What is your budget? Expenses for venue, food, marketing, audio-visual, network access, etc.
 - b. What is your expected attendance? Why? Where do you think delegates will come from?
 - c. What is your expected sponsorship? Why? Do you have local potential sponsors already identified? At what levels?
5. The program.
- a. Provide a high-level view of the program, indicating number of tracks, size of tracks, workshops, size of workshops, and other features of your program. Indicate the number of presentations, posters, and workshops you expect to accept.
 - b. What social events will be part of the schedule?
 - c. What dates do you expect to run the conference? Are they adjustable?
 - d. Provide a list of local/regional/international conferences around the selected date that are viewed as competition or could provide synergy.
6. Other
- a. Other relevant details (i.e. do you plan to use professional conference organizing service, and approximate cost).

EVALUATION CRITERIA

The responses will be evaluated by the conference committee and a recommendation made for selection to the iEMSs board.

Criteria affecting selection will include:

- A sense of local capabilities (manpower, experience, commitment, understanding of details) to pull off the conference.
- A sense of the reliability and plausibility of budget estimates provided.
- Suitability of the proposed facilities for hosting a conference.
- Ability to host several hands-on workshops.
- Size of conference that could be hosted.
- Availability of a variety and suitable quantity of accommodation (some inexpensive accommodation is also desirable).
- Reasonable transportation to and around the conference venue.
- Cost for attendees. We hope to keep cost per participant under \$500 USD for the conference and workshops. We also desire some reasonably priced accommodation and, ideally, reasonable travel costs for most attendees. Note: please include all prices in USD in your proposal.
- Interestingness of meeting locale. It is also desirable for the conference to move around geographically.
- Does the conservative budget estimate result in a reasonable profit.

ADDITIONAL SUBMISSION INFORMATION

- **Budget:** A budget is required for the submission. Please provide your budget in US dollars and/or Euros.
- **Date:** Past iEMSs conferences have been held between late June and early July. Please propose a date for the conference, as well as the reasoning for your date selection (keeping in mind of other conference conflicts in the industry as well).
- **Naming:** The conference name will be 9th International Congress on Environmental Modelling and Software (**iEMSs 2018**). You may identify a theme for the conference that can be included in the title.
- **Submission Format:** The proposal must be submitted in Portable Document Format (PDF). Email your submission to the conference committee chairperson noted on the cover page of this document.
- **Due Date:** Submit your full proposals by the due date noted on the cover page of this document.
- **Participation at 2016 Conference:** We expect the LOC of the winning proposal to send a representative to iEMSs 2016 to make a presentation about the 2018 conference.

COMMITTEE DECISION

Members of the iEMSs conference committee will select the best proposal based on the evaluation criteria. The conference committee chair will then propose the location to the iEMSs board together with the winning proposal, which must formally approve of the decision.