**CALL FOR PROPOSALS SEPTEMBER 2019**

**UCA JEDI INTERNATIONAL CONFERENCES**

**APPLICATION FORM**

1. **Title / Theme of the Conference :**
2. **Key words :**
3. **Duration and location :**
4. **Summary :**
5. **Name and contact of the Scientific Coordinator/Focal Point :**
6. **Request for IDEX support (*select relevant option(s)*) :**

IDEX Logistical support in communication yes no

IDEX financial support\* Amount in € :

% of the total budget :

*\* See detailed budget in section 13. The amount of IDEX financial support can be equal to a maximum of 50% of the total budget, up to 15000€.*

1. **Organization :**

Organization and scientific committee, selection of the speakers, call for abstracts, proceedings

1. **Logistical support expected from UCA**JEDI**(if needed):**
2. **Conference Program :**
3. **Scientific impact :**

Context, Invited speakers, timeliness, outcomes

1. **International visibility :**

Participation of world class experts, partnerships, communication, networks

1. **Potential local impact :**

Participation of several UCA communities or members, and/or of socio-economic actors

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. **Budget** | | | | | | |  | |  |  | | | | |  | | | |  | | |  | | |
|  | |  | | |  | |  | |  |  | | | | |  | | | |  | | |  | | |
| Number of participants | |  | | |  | |  | |  |  | | | | |  | | | |  | | |  | | |
|  | |  | | |  | |  | |  |  | | | | |  | | | |  | | |  | | |
| Date | |  | | |  | |  | |  | Location | | | | |  | | | |  | | |  | | |
|  | |  | | |  | |  | |  |  | | | | |  | | | |  | | |  | | |
| **EXPENSES** | | | | | | |  | | **REVENUES** | | | | | | | | | |
|  | |  | | |  |  | |  |  | | | |  | | | |  |  |
|  | Number | | Unit cost | Total | | |  | |  | | | Number | Price | | Revenue | | | |
|  |  | |  |  | | |  | |  | | |  |  | |  | | | |
|  |  | |  |  | | |  | | Registration \*\* | | |  |  | |  | | | |
| **Logistics** |  | |  |  | | |  | |  | | |  |  | |  | | | |
|  |  | |  |  | | |  | |  | | |  |  | |  | | | |
| Travel expenses |  | |  |  | | |  | |  | | |  |  | |  | | | |
| Speakers out of Europe |  | |  |  | | |  | |  | | |  |  | |  | | | |
| European Speakers |  | |  |  | | |  | |  | | |  |  | |  | | | |
| French Speakers |  | |  |  | | |  | |  | | |  |  | |  | | | |
| Speakers remuneration\* |  | |  |  | | |  | | Other sources of | | |  |  | |  | | | |
| Accomodation costs |  | |  |  | | |  | | financing\*\*\* | | |  |  | |  | | | |
| Lunch |  | |  |  | | |  | | Partners/sponsors  \*\*\* | | |  |  | |  | | | |
| Dinner and/or social event |  | |  |  | | |  | | Subsidies (region, EU,…)\*\*\* | | |  |  | |  | | | |
| Venue |  | |  |  | | |  | | IDEX financing | | |  |  | |  | | | |
| Online payment |  | |  |  | | |  | | **TOTAL** | | |  |  | |  | | | |
|  |  | |  |  | | |  | |  | | |  |  | | |  | | | |
| **Communication** |  | |  |  | | |  | | \* mention the tyoe of Speakers remuneration | | | | | | | | | | | |
| Printing |  | |  |  | | |  | | \*\* According to the different categories of participants | | | | | | |  | | | | |
| Goodies (pens, bags…) |  | |  |  | | |  | | \*\*\* Expected/requested/granted | | | |  | | |  | | | |
| **TOTAL** |  | |  |  | | |  | |  | | |  |  | | |  | | | |
|  | |  | | |  | |  | |  | |  | | |  | | | | |  | | | |  |

**Date**

**Name and signature of the Head of the Academic or Research Institution**