



CALL FOR CONFERENCE PROPOSALS

**Proposals are invited for hosting the QUROPE conference in 2015
and for the handling of local arrangements**

OPEN 12 NOVEMBER 2013 – 2 FEBRUARY 2014

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I – CONTEXT

QUTE-EUROPE (Quantum Technologies for Europe) is an FP7 Coordination and Support Action project that aims at coordinating or supporting research activities and policies at the European level towards a unified, open, and strong community in QIPC (Quantum Information Processing and Communication) research in Europe.

Continuing the tradition established by the predecessor Coordination Actions, QUTE-EUROPE will ensure that the successful international QIPC conferences will be continued. These conferences have a long-standing tradition by now, and every two years they are generally considered the key event of the QIPC community in Europe. This status should be maintained and QUTE-EUROPE will contribute to the organization of one large conference that is scheduled during the running time of the project in 2015. Its main objective is to promote multidisciplinary research and integration of approaches, as well as expansion to new fields and applications.

To guarantee that the expertise and the knowledge gained through the CA activities will be of benefit to the European QIPC community, both academic and industrial, the conference will put an emphasis on young researchers and on industrial developments in the field.

II – CONTENT OF THE CALL

In the framework of the Coordination Action, **QUTE-EUROPE** project is looking for an Organizer which ideally has previously organized such kind of events before.

The number of participants, estimated from previous QIPC conferences, is in the range 250-300.

The Conference will take place over one week, and the suggested date is **early fall 2015**. Proposals during the summer (July or August 2015) may also be considered.

2.1 TASKS

The Organizer will work under the supervision of the **QUTE-EUROPE** Coordination Steering Committee and in close cooperation with it. The organizer's responsibility will be to :

- Nominate a Local Organizing Committee and a Program Committee
- Recommend invited speakers for the conference, and submit to the **QUTE-EUROPE** Steering Committee for ratification
- Provide the local expertise needed to make all arrangements for the conference
- Arrange for the conference venue, room blocks at hotel, give an indication of possible activities that could be organized, excursions, concerts, conference dinner, etc.
- Raise the necessary funds to cover those conference expenses that cannot be covered from seed funding (see below in 2.2).
- In collaboration with **QUTE-EUROPE**, call for nominations for the QIPC Young Investigator Award,

Observation: The meeting place should provide:

- *A plenary session for 300 participants approximately*
- *Registration desk (up to 3 working places)*
- *Usual video equipment for the conference room*
- *Free Internet, copying machine and printer(s)*

2.2 BUDGET

QUTE-EUROPE will support the conference with a sum of **70 k€** from its EC funding that has been allocated for this purpose. The QUTE-EUROPE contribution will be used to guarantee the interdisciplinary and independent character of the meeting, the coverage of extra-scientific topics that promote the objectives of the CA, and to ensure the highest possible quality standards. In particular, it will be used to support the following:

* 30k€ for invited speakers and organizers

* 20k€ for the venue

* 20k€ for local support of the organizers

The organizer's responsibilities will be also to:

- Find possible sources of additional funds to support the conference
- Find possible sources of logistical help for local arrangements

III – CRITERIA FOR EVALUATING PROPOSALS

Proposals should contain the following information:

- The name, affiliation, contacts data, of the local coordinator.
- Date and place of the proposed conference, with details about the logistics (see above)
- Proposed Local Organizing Committee
- Proposed Program Committee (not necessarily final)
- Tentative schedule (with block timetable)
- Tentative budget (with a table of major costs, and expected additional support)

Following a review of the various offers, the conference organization will be assigned to the candidate that has submitted the most comprehensive proposal. According to EC rules, this organizer will have to be integrated as a partner in the QUTE-EUROPE project.

IV – DEADLINE FOR SUBMITTING PROPOSALS

Proposals should be submitted electronically not later than February 2nd, 2014 to the e mail address: <philippe.grangier@institutoptique.fr> or <carmen.zeques@institutoptique.fr>