

MITACS -- Call for Networking Proposals

The MITACS Network of Centres of Excellence hereby solicits proposals for scientific networking events (workshops, conferences, summer schools, short courses etc) that involve applications of the mathematical sciences to areas having a significant industrial, economic or social impact on Canada.

MITACS is particularly interested in entertaining proposals that have at least one of the following features:

- they directly relate to a MITACS theme area (see <http://www.mitacs.ca>);
- there is a strong training component for senior undergraduate or graduate students, post-doctoral fellows, or young researchers (examples include summer schools and short courses); and
- there is a strong potential to engage participants from non-academic (private or public sector) research or other partner organizations.

Joint funding applications with other organizations are welcome, although the proposal must indicate clearly all confirmed or potential sponsors as well as levels of financial support.

DEADLINES.

MITACS accepts networking proposals three times annually, on February 1, June 1, and October 1 of each year. Proposers are *strongly* encouraged to discuss their ideas with the MITACS Associate Scientific Director (asd@mitacs.ca) as early as possible, preferably at least three weeks prior to submitting a proposal. MITACS may also consider proposals submitted outside these deadlines, as funding permits.

PROPOSAL SUBMISSIONS.

Proposals should be submitted by e-mail to events@mitacs.ca in plain text, MSWord, or PDF format. You should receive a confirmation that your proposal was received within one week of submission.

EVALUATION PROCEDURE.

All proposals are initially reviewed by the MITACS Head Office to ensure that they satisfy submission format guidelines (below) and lie within the MITACS mandate. You may be contacted at this point for further information or clarification.

Proposals which meet the guidelines are forwarded to the MITACS Research Management Committee (RMC) for scientific review. The RMC will normally

take about one month's time from the deadline date to review proposals, after which their decision will be communicated.

PROPOSAL FORMAT.

All of sections 1-11 below are required, and incomplete proposals will be returned.

1. Title of event.
2. Proposed dates and location.
3. Type of activity (conference, workshop, summer school, etc).
4. Organizing Committee (names, affiliations, complete contact information). Identify the primary contact.
5. Executive summary of scientific and other objectives in lay terms (max. 100 words) which may appear in public announcements.
6. Other details of the scientific objectives, including:
 - * intended audience,
 - * history or background of the proposed topic,
 - * recent progress, and
 - * possible future directions.
7. Explain the relevance to MITACS.
8. Participants (tentative list of invited speakers and participants, including affiliations).
9. Budget (itemize each main meeting expense, and clearly identify the funding required from MITACS).
10. Other sources of financial support, including the amount requested or committed.
11. Organizational services being requested of MITACS (see below).

ORGANIZATIONAL SERVICES.

MITACS has some capacity to assist proposers with the organization of their event. These services include, but are not limited to:

- assistance with budgeting;
- negotiating with conference venues to secure meeting rooms and/or accommodations;
- registration (including credit card services);
- design, advertising and promotion;
- business development for the purposes of attracting non-academic speakers or other participants; and
- fund-raising and sponsorship.

If any such services are being requested of MITACS, then this should be clearly indicated in the proposal under item 11.