

CALL FOR EXPRESSIONS OF INTEREST

FOR ORGANIZING ICEGOV2017

TABLE OF CONTENT

[1. INTRODUCTION 2](#_Toc431742585)

[2. EXPRESSION OF INTEREST 3](#_Toc431742586)

[2.1. INSTITUTIONS 4](#_Toc431742587)

[2.2. CHAIRS 5](#_Toc431742588)

[2.3. PARTICIPANTS 6](#_Toc431742589)

[2.4. LOCATION 7](#_Toc431742590)

[2.5. TIMING 9](#_Toc431742591)

[2.6. FUNDING 10](#_Toc431742592)

[3. IMPORTANT DATES 11](#_Toc431742593)

[4. IMPORTANT CONTACTS 12](#_Toc431742594)

1. INTRODUCTION

UNU-EGOV welcomes expressions of interest for organizing the 10th International Conference on Theory and Practice of Electronic Governance (ICEGOV2017) in March or April 2017.

Potential organizers should fill the attached form and return it by email to [icegov@icegov.org](mailto:icegov@icegov.org) no later than 1 December 2015.

All expression of interest will be analyzed considering:

* The attractiveness of the proposed location, its originality considering earlier location in the series, and accessibility to international and national participants
* Conference organization experience, and proven or potential capacity for the local organizer to become a national, regional or international center of excellence on EGOV
* Proven ability to attract high-level government patronage and secure minimum participation from the national civil servants and from other organizations
* Commitment of the organizer, patron and industrial sponsors to support the conference financially, and proven ability to attract local, national or international sponsorship
* Appropriateness of the proposed venue, accommodation and hospitality facilities

The decision will be communicated to all interested parties by 1 January 2016 and the location will be announced during the closing session of ICEGOV2016 on 3 March 2016 in Montevideo.

Informal enquiries are welcome via email to [icegov@icegov.org](mailto:icegov@icegov.org) or phone to +351 253 510850.

1. EXPRESSION OF INTEREST

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| On behalf of the organizing, patron and sponsor institutions, we are interested in hosting and organizing the following editions of ICEGOV:   |  |  | | --- | --- | | Please mark one or more (x): | | | ICEGOV2017 |  | | ICEGOV2018 |  | | ICEGOV2019 |  |   The details are specified in the remainder of this form.   |  |  | | --- | --- | | SIGNATURE |  | | DATE |  |  |  |  | | --- | --- | | TITLE |  | | NAME |  | | AFFILIATION |  | | FUNCTION |  | |

* 1. INSTITUTIONS

|  |  |  |
| --- | --- | --- |
| ORGANIZER | Please enter the name, description, experience, particularly related to conference organization, logo and URL of the local conference organizer, and indicate the status (confirmed or tentative): | |
| NAME |  |
| DESCRIPTION |  |
| EXPERIENCE |  |
| LOGO |  |
| URL |  |
| STATUS |  |
| PATRON | Please enter the name, description, logo and URL of the conference patron, and indicate the status (confirmed or tentative): | |
| NAME |  |
| DESCRIPTION |  |
| LOGO |  |
| URL |  |
| STATUS |  |
| SPONSOR | Please enter the name, description, logo and URL or one or more sponsors, the type and level of contribution (financial, in-kind or both) and the status (confirmed or tentative): | |
| NAME |  |
| DESCRIPTION |  |
| LOGO |  |
| URL |  |
| CONTRIBUTION |  |
| STATUS |  |
| SPONSOR | NAME |  |
| DESCRIPTION |  |
| LOGO |  |
| URL |  |
| CONTRIBUTION |  |
| STATUS |  |
| SPONSOR | NAME |  |
| DESCRIPTION |  |
| LOGO |  |
| URL |  |
| CONTRIBUTION |  |
| STATUS |  |

* 1. CHAIRS

|  |  |  |
| --- | --- | --- |
| CONFERENCE CHAIR | Please enter the title, name, affiliation, function, bio, web page, email and photo of the proposed local/national conference chair: | |
| TITLE |  |
| NAME |  |
| AFFILIATION |  |
| FUNCTION |  |
| BIO |  |
| URL |  |
| EMAIL |  |
| PHOTO |  |
| PROGRAM  CHAIR | Please enter the title, name, affiliation, function, bio, web page, email and photo of the proposed local/national program chair: | |
| TITLE |  |
| NAME |  |
| AFFILIATION |  |
| FUNCTION |  |
| BIO |  |
| URL |  |
| EMAIL |  |
| PHOTO |  |
| ORGANIZATION  CHAIR | Please enter the title, name, function, affiliation, bio, web page, email and photo of the proposed local/national organization chair: | |
| TITLE |  |
| NAME |  |
| AFFILIATION |  |
| FUNCTION |  |
| BIO |  |
| URL |  |
| EMAIL |  |
| PHOTO |  |
| COMMUNICATION  CHAIR | Please enter the title, name, affiliation, function, bio, web page, email and photo of the proposed local/national communication chair: | |
| TITLE |  |
| NAME |  |
| AFFILIATION |  |
| FUNCTION |  |
| BIO |  |
| URL |  |
| EMAIL |  |
| PHOTO |  |

* 1. PARTICIPANTS

|  |  |  |
| --- | --- | --- |
| PARTICIPANTS | Please estimate the number of expected participants from government, academia, private sector and civil society, and in total: | |
| GOVERNMENT |  |
| ACADEMIA |  |
| PRIVATE SECTOR |  |
| CIVIL SOCIETY |  |
| TOTAL |  |

* 1. LOCATION

|  |  |  |  |
| --- | --- | --- | --- |
| VENUE | Please describe how many rooms are available in the venue, the type and seating capacity of these rooms, available space for hosting breaks and exhibitions, as well as facilities, equipment and internet access. Please also attach some photos: | | |
| ROOMS | |  |
| SPACE | |  |
| FACILITIES | |  |
| EQUIPMENT | |  |
| INTERNET | |  |
| PHOTOS | |  |
| ACCOMMODATION | Please specify the accommodation available to house conference participants, including the number of rooms, availability of different standards and services. Please also provide some photos: | | |
| NUMBER | |  |
| VARIETY | |  |
| SERVICES | |  |
| INTERNET | |  |
| PHOTOS | |  |
| DINING | Please specify the provision of breakfasts, lunches and dinners as well as coffee breaks and reception at or near the conference venue. Please also provide some photos: | | |
| BREAKFAST | |  |
| LUNCH | |  |
| DINNER | |  |
| BREAKS | |  |
| RECEPTION | |  |
| PHOTOS | |  |
| ACCESSIBILITY | Please specify the accessibility of the venue and accommodation from the airport, from the city center, proximity of venue, accommodation and dining with respect to each other, and access to the disabled: | | |
| AIRPORT | |  |
| CENTER | |  |
| INTERNAL | |  |
| DISABLED | |  |
| SECURITY | Please specify the security situation and security measures at the location: | | |
|  | | |
| SOCIAL ACTIVITY | Please specify opportunities for sightseeing and cultural experience and the distance from the venue and accommodation, and provide some photos: | | |
| TOUR |  | |
| CULTURE |  | |
| PHOTOS |  | |

* 1. TIMING

|  |  |
| --- | --- |
| DATES | What dates do you propose for the event and why: |
|  |
| WEATHER | What is the expected weather at this location and dates: |
|  |

* 1. FUNDING

|  |  |  |
| --- | --- | --- |
| COSTS | Please specify the cost of the venue, facilities and equipment, accommodation, dining and local transport including airport transfer: | |
| VENUE |  |
| FACILITIES |  |
| ACCOMMODATION |  |
| DINING |  |
| TRANSPORT |  |
| FUNDING | Please specify the confirmed and projected funding to support the conference including financial and in-kind support, as well as the cost of registration, and fund-raising strategy: | |
| CONFIRMED FINANCIAL |  |
| CONFIRMED IN-KIND |  |
| PROJECTED FINANCIAL |  |
| PROJECTED IN-KIND |  |
| REGISTRATION |  |
| FUND-RAISING |  |
| BALANCE | Please specify the balance of costs and income and explain how the gap, if any, would be filled: | |
|  | |

1. IMPORTANT DATES

1 December 2015 Submission deadline

1 January 2016 Decision communicated to interested parties

3 March 2016 Public announcement at the closing session of ICEGOV2016

7 March 2017 Earliest start date of the ICEGOV2017 conference

27 April 2017 Latest end date of the ICEGOV2017 conference

1. IMPORTANT CONTACTS

EMAIL: [icegov@icegov.org](mailto:icegov@icegov.org)

TEL: +351 253 510 850