**Proposal to Host International Conference on Computational Social Science (IC2S2) 2017**

**Please answer the following questions to the best of your ability. If not known, please provide estimates, and indicate when firm answers can be provided.*****Preproposals containing potential venues and key personnel due 03/31/2018. Full proposals due 05/18/2018. Questions and proposals should be directed to Duncan Watts, Microsoft Research (***[***duncan@microsoft.com***](mailto:duncan@microsoft.com)***).***

**Proposed dates:**

**Proposed Location:**

**Principal Point of Contact:**

**Organizing committee\***

1. General Chair(s)
2. Local Chair(s)
3. Program Chair(s)
4. Other Key Committee Members (e.g. website, IT, satellite workshops, sponsorship, industry relations etc.)
5. What relevant experience do the key members have (e.g. organizing previous conferences)?

**Location**

1. What is the proposed conference venue (e.g. university campus, hotel, convention center)?
2. How can location be accessed from major US/European cites?
3. If applicable, what parking is available?
4. Accommodation
   1. Which Hotel(s) would be the main source accommodation?
   2. What is the estimated cost of a hotel room?
   3. How many such rooms could be made available?
   4. What low cost alternatives (e.g. dorm rooms) are available for students?
5. If the conference venue is not the same location as the proposed accommodation, what transport arrangements exist between the two?
6. Besides the conference, what features does the location offer to visitors?

**Conference Venue**

1. What is the capacity of largest conference room?
2. How many auxiliary rooms are available (i.e. how many parallel tracks can be hosted)?
3. What AV services are available?
4. What IT services (e.g. conference WiFi) are available?
5. Will keynotes/sesssions be livestreamed and/or archived (e.g. on YouTube)?
6. Proposed catering services
7. Proposed banquets or cocktail hours

**Conference Costs**

1. Estimated cost of facility rental
2. Estimated cost of support services (catering, IT, A/V, etc.)
3. Other anticipated costs (e.g. transportation, outings, special events, etc.)

**Funding and Sponsorship**

1. What funding is available either from existing grants or in-kind offers?
2. Which outside sponsors (if any) have indicated willingness to support the proposal if successful, and at what level?
3. Please identify other outside sponsors you would approach for support, if successful, and estimate level of anticipated sponsorship
4. What support do you propose to provide for student travel and registration?
5. **What fee structure do you propose for general registrants and students?**

**Program**

1. Proposed duration of conference
2. Proposed list of invited speakers\*
3. Maximum possible number of accepted talks (specify # sessions and # tracks per session)
4. Maximum possible number of posters (specify # of planned poster sessions)
5. What other activities (skills workshops, data-thons, satellite workshops, etc.) do you propose to offer alongside main conference? Please specify dates and duration

**Proposed Timeline:**

1. Call for papers
2. Paper submission deadline
3. Paper decisions announced
4. Registration to open

**Other considerations**

1. Please describe any other features of your proposal that you believe merit consideration
2. Please list any concerns or risks associated with your proposal