

**Proposals for  
IEEE GRSS  
International Geoscience and Remote Sensing Symposium (IGARSS) Venues**

The IEEE GRSS invites proposals from volunteers who wish to propose an Organizing Committee and venue for IGARSS 2014 in North or South America. Interested groups should submit a letter of their intentions to Dr. Melba Crawford, Vice President for Meetings and Symposia of the GRSS Society ([mcrawford@purdue.edu](mailto:mcrawford@purdue.edu)) or Tammy Stein, Executive Officer of GRSS ([steintammy@sbcglobal.net](mailto:steintammy@sbcglobal.net)). Preliminary proposals should be submitted by Feb 19, 2010 for consideration by the GRSS Administrative Committee (AdCom) at their meeting on February 27, 2010. The GRSS AdCom may request additional information, including oral presentations by the General Chair(s) of the proposing committee at the July 24-25, 2010, AdCom meeting in Honolulu, Hawaii.

The following information is required for the pre-proposal. There is no fixed template or format.

**1. Proposed Year: 2014**

**2. Proposed Dates:**

IGARSS is typically scheduled in the period from late June to early August due to weather and convenience for northern hemisphere academic participants. This is not a requirement, but inevitable tradeoffs associated with other dates should be considered carefully if alternatives are proposed. National and religious holidays and dates of other IEEE conferences which involve remote sensing or signal processing should be avoided so as to maximize attendance.

**3. Name of Proposed City, Country, Venue**

**4. Proposing Team**

Names of Proposing Team Members and their affiliations.

The General Chair(s) must be a member(s) of the IEEE GRSS Society; the Chair has considerable latitude in the organization of the Committee. The General Chair persons, the Technical Program Chair, and the Finance Chair should be identified at the time of submission of the bid. Members of the LOC need not be located in the same city as IGARSS. They may even be from different countries, as the electronic age, coupled with the use of a central conference management company, now makes it possible to plan for conferences in abstentia.

The General Chair should take care in selection of the members of the Local Organizing Committee for the conference. Each volunteer should be aware of any potential conflict of interest in voting or making decisions and notify the General Chair if there is any such potential conflict of interest. Please indicate whether any of the organizing committee members have conference or meeting planning experience, particularly with IEEE conferences. The final LOC will include:

General Chair:

Technical Program Chair:

Finance:

Local Arrangements Chair:

Publicity Chair:

Publication Chair:

Exhibits Chair:

Other Team Members:

#### **4. Justification for the site selection.**

- a) Statement of the professional interest in the local area related to the broad field of geosciences and remote sensing.
- b) Statement outlining the advantages of conducting IGARSS in the specific location.
- c) Preliminary analysis of the amount of corporate/government/organizational support available for this venue, including the potential for sponsorship and grants, as well as assisting with conference activities?
- d) Indication of any other technical communities that might attend and enrich the conference with their participation. A joint conference with another society can also be proposed. Information relative to this should be provided in the proposal.

e) Description of the proposed hotel or conference center venue. Considerations should include:

IGARSS attendance is now typically between 1400 and 1800. Proposed venues must be able to handle 10 parallel sessions and provide easy access to an exhibit area. The venue must also be affordable to participants. Current rates must be provided for use of the proposed conference site. Site negotiations will be conducted by the professional staff of the GRSS conference management company after the venue is selected.

The site being proposed must be convenient to other hotels offering a broad range of rates. Affordable accommodation for students is also highly recommended. Provide current rates of properties around the conference site.

Provide information relative to travel to the venue. Is the proposed site near major airports? Is the airport located within a reasonable distance from the venue? Provide information on the airport relative to the venue and current airfare costs from major cities in Asia, Europe, North America and South America. Also provide information on local transportation.

Provide information on unique aspects of this location for attendees. What are the technical advantages to this location? What are the cultural and leisure activities available?

f) Additional descriptive and visual materials which provide additional information on about the venue. We have found that development and shipping of extensive packets of material to be time consuming to prepare, costly to ship, and not to be particularly useful in the preliminary decision making process. Such material can be incorporated in the presentation of the finalists in July if the AdCom decides to make the final selection at that time.