

European Quantum Technologies Conference (EQTC) 2023

Call for proposals to organise the next EQTC conference 2023

In 2023, a major interdisciplinary, international conference on quantum technologies will be organized in the **second semester of 2023** (date to be jointly decided between the elected hosting institution and the Quantum Flagship). The conference programme will reflect the scope and impact of the European Quantum Flagship with a shared focus on the emerging quantum industry and ongoing quantum research and development. The event should feature at least one central session on diversity as well as different networking opportunities and exhibition space. It will provide a forum to highlight the state of the art in quantum technologies both in Europe and from around the world. This will be the third in the series of Quantum Technologies conferences after Grenoble in February 2019 and the virtually held event in 2021.

Proposals are invited to host the EQTC 2023 and for handling of local arrangements.

The conference will be held under the auspices of the Quantum Flagship Coordination & Support Action (QUCATS). The QUCATS project can support the conference with a sum of up to 80 k€ from its EC funding that has been allocated for this purpose. It is expected that in the various communication media and on the conference website it is indicated that the conference is a Quantum Flagship event organised jointly by the host institution and QUCATS. EC support should be acknowledged as one of the sponsors and the Quantum Flagship logo should appear in all communication media.

A conference of up to five days should be envisaged to accommodate the breadth of the programme and the number of participants.

To ensure that all the obligations and community needs are met with respect to the Quantum Flagship, this will be organised in conjunction with QUCATS and organisers will be able to rely on representatives of the Quantum Flagship Strategic Research Agenda Work Group as part of the programme committee, and of the QUCATS for the organising committee. It should be noted that this event is a mix between an industry conference and research & technology conference. The event needs to be designed in accordance.

Proposals should be submitted electronically **by 15 October 2022 to info@qt.eu**

Proposal guidelines

The following list of guidelines is not intended to be used as a template. It simply aims to provide as much guidance as possible but should not be considered authoritative nor complete. We are well aware that at the time of submitting a proposal, it may be impossible to accurately address all of these points, so proposals that address as many points as possible, albeit not all, will certainly be considered.

Any proposal should, as a minimum, contain the following information:

- The name(s), affiliation(s), contact details, of the local coordinator(s) who will act as Chair(s) of the Conference Committee.
- Proposed date(s) and location of the proposed conference.
- Information on accessibility of the location. e.g. Train and flight connections.

- Organising committee.
- Additional program committee members (not necessarily confirmed), typ. 3-4 in addition to the 6-9 appointed by the QUCATS.
- Tentative budget (with a detailed table of costs).
- Possibility to integrate hybrid elements (while the edition is intended to be in person, the host, together with QUCATS, might decide to enable online participation).

Requirements:

The hosting institution has to be EU-based.

Ability of the proposed site to welcome at least 500 participants (please, indicate maximal capacity - venues of significantly larger capacity are encouraged), including for plenary sessions, as well as separate rooms for parallel sessions or meetings, networking and exhibition space.

Ability to provide reasonable space for industry booths and to host poster sessions

Provide an approximate budget for the hire of the site facilities and all related expenses, from which it would be possible to estimate what registration fees would be required. How would this change for 500, 600 or 700 attendees? And if the event is hybrid?

A final report of the event will have to be provided within 30 days after the last day of the event, including statistical information of participants, final program, costs, etc.

Some additional points to consider:

Will this be held at hotel, resort, university facility, etc?

What are the conference facilities at the proposed site?

Is there a convenient space for the exhibition, networking and registration areas?

What kind of Internet connectivity and audio-visual and computational support can be provided at the site, for presenters as well as participants?

What regular lecture equipment is available?

How much room is there in terms of capacity and number of spaces for the main sessions as well as lectures and parallel/poster sessions?

What will be the financial model and budget?

How accessible is the site? E.g. Train and flight connections.

How will participants travel to and from the site?

What are the accommodation capacities? Which range of price can be expected?

What is their track record (e.g. what previous conferences were held at that location?)

Who will lead the general and the local organisation?

Who will handle registrations, local organisation, etc?

Who will handle the design and creating of all dissemination materials? (QUCATS will help with the dissemination, but the materials have to be created by the hosting institution, like for example, website, banners for social media, speaker booklets, etc.)

Is it possible to be helped by people (e.g. students, volunteers) for various tasks such as guiding participants to the rooms, handling the microphones to the participant during questions after the talks?

Is it possible to have a talk from local politician supporting QT?

Is it possible to have a high-level representative of the Commission?

Which organisations/industries will sponsor the event (or sub-events, e.g. excursions, etc.), and with what arrangements/conditions (usually sponsors are acknowledged in all conference material, website etc.)?

How much will be the proposed fees for participants? Will there be different price categories?

What kind of social program can be anticipated and how much would social activities cost?

Give an indication of possible activities that could be organised, excursions, concerts, etc.

What is their capability to engage widening countries participation?

Selection process

A committee of at least 5 members of different organisations in QUCATS from 5 different EU countries will evaluate the proposals on:

- Venue and on-site facilities (1 to 5 points)
- Clarity of the budget (1 to 5 points)
- Accessibility of location (1 to 5 points)
- Suitable capacity (1 to 5 points)
- Accommodation facilities (1 to 5 points)
- Previous experience of local organization (1 to 5 points)
- Availability of local politicians to attend and support the event (1 to 5 points)
- Participation costs and social activities (1 to 5 points)
- Engagement capability of widening countries (1 to 5 points)
- Organising committee (1 to 5 points)

Being the maximum score that can be obtained, 50 points.

Notification of the selected hosting institution will be made by **31 October 2022**.

We would appreciate it if you let us know as soon as you decide to prepare a proposal that you plan to send one. And if you have any questions, please contact Lydia Sanmartí-Vila by sending an email to lydia.sanmarti@icfo.eu. Please note that proposals must be sent to info@qt.eu.