

Dear Friends of CECAM,
Submitting a proposal

This is our invitation for you to submit a proposal for the CECAM flagship programme in **2019**. The call is open from 18 April 2018 to 16 July 2018.

The CECAM year for events will run from 1 April 2019 to 31 March 2020. The CECAM Council will make its final decision about the programme **on November 16 2018** and organizers will be notified of the outcome within two weeks. This will give organisers at least four months to finalize plans for their events.

Traditional CECAM workshops are intended as a forum for the discussion of new ideas in and around our core areas: simulation and modelling at the molecular and meso scale, electronic structure calculations, quantum simulations etc. We are interested in the development of new techniques in these fields and their application to interesting problems in materials and life sciences. CECAM workshops normally last for 3 days and have between 20 and 35 participants.

We also run an extensive set of advanced schools in which Master and PhD students, postdocs, young researchers and those interested in changing fields can learn about the simulation-driven approach to science and get a first-class grounding in new methods from experts in the CECAM network. Schools normally last 5 days and have between 30 and 40 participants.

We are always open to suggestions. If you would like to spend longer looking at an important problem, or believe that an alternative format (e.g. a smaller discussion meeting) is more suitable to make progress on a specific issue of high relevance, let us know. Proposals of this kind are encouraged. The submission template offers the “Alternative format” to accommodate these initiatives.

An important aspect of the CECAM programme is that it is driven by and responds to the needs of its community. You choose the programme. However for CECAM to move forward we need to stretch our boundaries and the Board of Directors and the Scientific Advisory Committee of CECAM would welcome additional workshops in the fields of:

- networks;
- multi scale methods and coarse-grained models;
- machine learning approaches to materials modeling;
- engineering applications (including computational fluid dynamics);
- scientific approaches to big data analytics;
- active matter;
- systems out of equilibrium.

Organizers of CECAM events play a crucial role in advertising their initiative, establishing the programme and selecting the participants. At the end of each workshop, we ask the organizers and participants to prepare a short report on the important new problems to be solved in the field, the directions that the field might take and any new initiatives and collaborations resulting from their deliberations. We publish these reports for our community and make them available on the CECAM webpage.

CECAM workshops and schools can be run at CECAM HQ (Lausanne, Lugano, and Zürich in Switzerland) or at any one of the seventeen CECAM nodes described on our web site. In the submission, we will ask you to be specific about which of these locations you require and about your preferred dates. Please consider the whole period when looking for possible dates. If you are running a workshop outside Switzerland, you **must obtain approval** for submission from the appropriate node director before submitting your proposal.

More information and recommendations, in particular for workshops and schools, can be found at www.cecama.org/recommendations_events.html. If you plan to apply for an event at HQ, please consult the CECAM HQ guidelines before submitting.

Proposals are submitted online through <http://www.cecama.org>. All proposals will be peer reviewed and discussed by SAC (the scientific advisory committee of CECAM). Emphasis should be placed on outlining the challenging issues, which will be the focus of your event, and in establishing your proposed list of speakers and participants. Highlight the role of other key participants, e.g. discussion leaders, chairpersons, in triggering and guiding discussions. A clear description of the structure of the meeting (e.g. a tentative program which clearly identifies opportunities for discussion) constitutes a central part of the proposal and is strongly recommended. For workshops we suggest preparing a list of participants of about 20 people for the proposal to leave room for additional invitations or participants to enroll after approval. CECAM promotes diversity, cross fertilization among different communities, and favors the attendance of young researchers to CECAM workshops. The number of young researchers and students does not count with respect to the event size limitations.

For schools a clear lecture plan and an outline of the hands-on experience provided at the event are mandatory. Please indicate if you are willing to share the training material with CECAM by uploading it on our website and what infrastructure (in particular in terms of computers and software) you will require.

CECAM HQ provides, upon request, infrastructure to record or stream scientific presentations.

If you have any enquiries about your proposal then please send a note to helpdesk@cecama.org.

We are looking forward to receiving your proposals.

Ignacio Pagonabarraga
CECAM Director