



Call for US CLIVAR Workshops September 11, 2014

This document describes the purpose and successes of US CLIVAR-sponsored workshops (including scientific conferences and meetings), specifies the steps in requesting support, and invites the US ocean and climate science community to submit requests for workshops to be held through 2015.

Workshop Purpose

The US CLIVAR program annually sponsors workshops of scientists to coordinate, develop, plan, and implement new or focused activities for the benefit of the scientific community and US CLIVAR. Workshops aim to assess state of knowledge, identify gaps, and discuss needs for future research directions and scientific activities. Workshops can serve as an initiation point in the planning process for future initiatives within the community. Workshops may be national or international in scope and participation.

Previous Workshops

Select workshops have summary reports on their respective webpage.

[International Global Drought Information System](#)
[South Atlantic Circulation Variability & Change](#)
[High-Resolution Ocean Climate Modeling](#)
[Key Uncertainties in the Global Carbon-Cycle: Perspectives across terrestrial and ocean ecosystems](#)
[Africa Climate Conference](#)
[Global Ocean Subsurface Climate Data](#)
[Seasonal to Decadal Prediction](#)
[Sea Level Rise & Ocean/Ice Shelf Interactions](#)
[Ocean Synthesis & Air-Sea Flux Evaluation](#)
[Drought Interest Group](#)
[CMIP5 Climate Model Analysis](#)

Description and Guidelines

US CLIVAR sponsors scientific workshops, conferences, and meetings to advance its goals through funding provided by the US CLIVAR Inter-Agency Group (IAG) consisting of agency program managers at five US funding agencies: NASA, NOAA, NSF, DOE, and ONR. Requests are considered twice a year (November/December and April/May). Funding for support

of meetings is limited and priority is given to those efforts that demonstrate high relevance and payoff for US CLIVAR investment. Organizers seeking funding should review the goals and objectives of the US CLIVAR program, particularly the new [Science Plan](#).

The semi-annual calls for workshops provide scientists the opportunity to have their request simultaneously considered by all five US CLIVAR sponsoring agencies. This approach also allows agencies to collectively consider needs and interest within the community and to coordinate possible interagency support. Therefore workshops should be of sufficient scope to interest multiple agencies and programs.

Below are guidelines on how such requests should be formulated and submitted to the US CLIVAR Project Office (USCPO) and how they are evaluated and funding decisions determined.

1. A request for US CLIVAR financial sponsorship for a scientific conference/meeting/workshop should be submitted to the USCPO.
2. The request will be forwarded to the IAG for consideration.
3. The IAG may consult with the US CLIVAR Scientific Steering Committee for feedback and recommendations.
4. If additional information is required to inform IAG consideration, the USCPO will convey to the organizers on behalf of the IAG, so that the organizers can provide such information or clarification.
5. Final IAG decisions will be communicated by the USCPO to the organizers.

Submissions for New Workshops

The request should be no more than ten pages and include the following information:

1. A description of the workshop/conference/meeting:
 - Dates, location, and size (number of participants)
 - Whether open or by invitation (with rationale for the latter)
 - Organizers and affiliations
 - Meeting objectives (what is it seeking to achieve?)
 - Relevance and/or benefits to US CLIVAR (e.g., how will results contribute to CLIVAR's goals and implementation?)
 - Relationship of meeting to other meetings and activities (if appropriate)
 - Format of the meeting and preliminary draft agenda (if available)
 - Potential list of participants (if available)
 - Deliverables (e.g., meeting report, white paper, journal article)
2. A description of the financial request:
 - Total cost estimate for the meeting (from all sources)
 - Itemized budget request for US CLIVAR contribution, providing breakout by cost categories (i.e., salaries/benefits, materials/supplies, purchased services, travel, overhead/fees), and
 - Description of additional contributing sponsorships (including local or partnerships) that would help defray meeting costs

The itemized budget should be developed with the University Corporation for Atmospheric Research (UCAR) Joint Office for Science Support (JOSS). Organizers should first contact the USCPO and indicate interest in developing a request, so that they can be appropriately referred to UCAR JOSS for assistance in planning the budget.

An example of a recent successful workshop request, resulting in full sponsorship by all five US CLIVAR agencies, is available for [download here](#). And a template for workshop requests can be [downloaded here](#).

Workshop requests due October 17, 2014

Electronic copies of the request (PDF) should be submitted to USCPO (uscpo@usclivar.org). No exceptions will be made for submissions past deadline. The USCPO will share with the IAG and respond as rapidly as possible (no later than November 30, 2014). Unless otherwise justified, the workshops will take place in 2015.

Workshops selected for sponsorship are expected to include acknowledgement of US CLIVAR and the sponsoring funding agencies in workshop announcements, meeting materials, and publications.

Funding agency resources available for workshops are limited, and not all submitted requests are supported. The next call will be in March 2015.

Please contact the USCPO (uscpo@usclivar.org) with any questions regarding the development of a workshop request.