



Call for US CLIVAR Workshops Requests due September 22, 2023

This document describes the purpose and successes of US CLIVAR-sponsored workshops (including scientific conferences, meetings, and trainings), specifies the steps in requesting support, and invites the US ocean and climate science community to submit requests for workshops to be held no earlier than June 2024, unless otherwise justified.

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 should aim to assess the state of knowledge, identify gaps, and discuss needs for future research directions and opportunities for possible scientific activities within the community. They may be national or international in scope and participation, although for workshops held outside the US, sponsorship will be limited and available only for travel of US scientists and students. Workshops also provide an important opportunity for early career scientists and students to showcase their work, participate in community planning, and network with colleagues in their field and across disciplines.

Upcoming and Recent Workshops

The 2022-2023 US CLIVAR-sponsored workshops, conferences, and summer schools resulting from successful requests are listed below.

- [WCRP Open Science Conference](#)
- [Atlantic Variability & Tropical Basin Interactions at Interannual to Multi-decadal Timescales: Mechanisms, Drivers, and Impacts](#)
- [Summer School on Marine Heatwaves: Global Phenomena with Regional Impacts](#)
- [Meeting AMOC Observation Needs in a Changing Climate](#)
- [Summer School on Theory, Mechanisms & Hierarchical Modeling of Climate Dynamics: Tropical Oceans, ENSO, and their teleconnections](#)
- [WCRP Sea Level Conference](#)
- [Observing, Modeling, and Understanding the Circulation of the Arctic Ocean and Sub-Arctic Seas](#)
- [Whither the Gulf Stream: Present Understanding and Future Opportunities for Elucidating the Role of the Gulf Stream in Weather and Climate](#)
- [Ocean Salinity Conference](#)
- [Future US Earth System Reanalysis](#)
- [The Pattern Effect: Coupling of SST Patterns, Radiative Feedbacks, and Climate Sensitivity](#)
- [Daily to Decadal Ecological Forecasting along North American Coastlines](#)
- [Societally-Relevant Multi-Year Climate Predictions](#)

Description and Guidelines

US CLIVAR sponsors scientific workshops, conferences, meetings, and training programs to advance its goals through funding provided by the US CLIVAR Inter-Agency Group (IAG) comprised of agency program managers at five US funding agencies: NASA, NOAA, NSF, DOE, and ONR. Requests are considered twice a year (typically March/April and September/October). 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 provided in the [Science Plan](#). Strategically focused workshops are of highest interest to agency sponsors; ones that make a case for moving the science forward.

The semi-annual calls for workshops provide scientists the opportunity to have their request simultaneously considered by all five US CLIVAR participating agencies. This approach 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.

One goal of US CLIVAR is to foster collaborations (i) among Earth system science communities to advance the understanding of the role of the ocean in climate and its interaction with other elements of the Earth system and (ii) with operational communities that develop and use climate information. For workshops addressing interdisciplinary topics, with anticipated participation of scientists from multiple disciplines (e.g., other Earth system or operational communities), the organizers are encouraged to identify and submit companion requests for support to other sponsoring programs. In such cases, the organizing committee membership and preliminary invited speaker list should reflect the interdisciplinary expertise required.

Meetings can be held as hybrid or fully virtual (via web conferencing system). The US CLIVAR Project Office has training and experience in organizing virtual and hybrid meetings, including two fully virtual workshops in 2021 and a series of 15 hybrid workshops/meetings organized in 2022-23, with a mix of in-person and remote plenary session presentations and breakout discussions. Note that the virtual approach has the added benefits of avoiding the logistics costs, travel time, and carbon footprint associated with in-person meetings.

Below are guidelines on how requests should be formulated and submitted to the US CLIVAR Project Office 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 Project Office.
2. The request will be forwarded to the IAG for consideration.
3. If additional information is required to inform IAG consideration, the Project Office will convey to the organizers on behalf of the IAG, so that the organizers can provide such information or clarification.
4. Final IAG decisions will be communicated by the Project Office to the organizers.

Preparation and Submissions of Workshop Requests

Priority is given to workshops organized principally by US scientists¹ and held at a venue in the US. For such domestic workshops, the Project Office will assist the organizers with setting and executing a planning timeline, the workshop webpage on the US CLIVAR website (including the online abstract submission and registration), promoting the event within the community, arranging logistics and providing onsite meeting support, posting presentations online, and editing, publishing, and promoting the workshop summary report.

For workshops organized by an international body (e.g., WCRP or International CLIVAR), priority consideration will be given to meetings held in the US. The Project Office will help promote the event within the US community and arrange logistics and travel as approved. Sponsorship for international meetings in the US may include costs for travel of US participants (organizers, invited speakers, early career scientists, and students) plus some costs for local logistics. For workshops outside the US, sponsorship will be limited and restricted to travel of US participants.

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

1. A description of the workshop/conference/meeting/training:
 - Dates, location, and size (number of participants)
 - Whether open or by invitation (with rationale for the latter, as open is preferred)
 - Organizers and affiliations (limiting size of organizing committee to 6-8 members and reflecting diversity, e.g., institutions, career stage, gender, and race/ethnicity)
 - Meeting objectives (i.e., what specifically 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 (e.g., how will this meeting build upon findings and recommendations of earlier efforts?; how will it inform future activities?)
 - Format of the meeting and preliminary draft agenda
 - Tentative list of potential invited speakers and likely meeting participants (also reflecting diversity)
 - Deliverables (e.g., meeting report, white paper, journal article; and expected publication dates)
 - Approaches to address diversity, equity, and inclusion
2. A description of the financial request (to be developed with the Project Office):
 - Total cost estimate for the meeting (from all sources)
 - Itemized budget request for US CLIVAR contribution, providing breakout by cost categories (i.e., materials/supplies, purchased services, travel, overhead)
 - Estimated registration revenue
 - Description of additional contributing sponsorships (including local host institution and partnerships) that would help defray meeting costs

¹ Non-US scientists are welcome to participate on organizing committees and as participants. Travel support for non-US participants should be sought from other sources.

Diversity, equity, and inclusion, as core values of the US CLIVAR Program, should be reflected throughout the planning and implementation of a US CLIVAR-organized meeting, including in the drafting of the workshop proposal, the organizing committee membership, and determination of oral and poster presentations at the meeting. Consideration should be given to diversity across scientific expertise, institutional affiliation, career stage, gender, race/ethnicity, and other demographic factors. Meeting dates should avoid major religious and cultural holidays. Promotion of the event should include targeting under-represented groups to engage their awareness and participation. Inclusion of scientists who are early career and/or from under-represented groups in the organizing committee and as oral presenters is encouraged. The meeting budget should include reduced registration fees and travel support opportunities for early career scientists and scientists from underrepresented racial and/or ethnic groups, further enabling their participation in the meeting. The Project Office will assist the organizers in addressing and ensuring diversity, equity, and inclusion throughout the planning and execution of the meeting.

Unless otherwise justified, the proposed meeting dates should be no earlier than June 2024, allowing sufficient time for advertising to the broad community and planning of organizational details.

Prior to submitting, the organizers should contact the Project Office and indicate interest in developing a request (preferably before drafting the request and no later than one week before the due date). The Director will provide initial feedback on the purpose, scope, and relevance to US CLIVAR and assistance in developing the meeting budget, which will be administered through UCAR. The Project Office will also provide guidance and suggested text edits on the draft request.

A template for workshop requests can be [downloaded here](#). Examples of recent successful workshop requests, resulting in full sponsorship by US CLIVAR agencies, are available for [download here](#).

Workshop requests due September 22, 2023

To be eligible for consideration, all requests (in .docx format) must be submitted to the Project Office (uscpo@usclivar.org) by the deadline above. The Project Office will forward the request to the IAG for discussion at the IAG meeting in October 2023. Decisions and feedback from sponsoring agency program managers will be shared by the Project Office with the organizers soon thereafter.

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 issued in spring 2024.

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