

# Pre-Proposal for a Program on <TITLE>

**1. Organizing committee:** List the program organizers, their affiliations, and their anticipated length of stay.

Note: All programs must have at least three organizers in residence for the duration of the program. We strongly recommend that at least two organizers be US-based mathematicians, and that at least two organizers be women. Because MSRI is funded by the (US) National Science Foundation, it is important that MSRI's programs be composed of 60% or more US participants. Also, in our experience, when there are women on an organizing committee, it generates a more diverse list of applicants and participants. This phenomenon is consistent with a large American Mathematical Society study, which found a strong correlation between the number of women organizers and the number of women speakers and participants in AMS special sessions.

**2. Scientific Description:** The description should include a background of the topic, relationships with other parts of mathematics or other disciplines, goals and areas of potential progress, an outline of the proposed program's structure, proposed involvement of postdocs and interactions with other scientists, and why the proposal is particularly suited to MSRI. It is highly desirable that the program show the breadth of the mathematical field being treated, and take into special account its relation to other fields of mathematics and (in appropriate cases) other sciences and engineering.

**3. Planned Workshops:** Every semester-long program will have three workshops: At the start of the program, there will be a Connections for Women (CFW) workshop, followed by an Introductory workshop. A topical workshop will be scheduled for sometime later during the semester. At the pre-proposal stage, the only requirement is to indicate the topic of the topical workshop, though you are welcome to provide additional information including the organizing committee for each workshop if you know them at this early stage.

### **3a. Connections for Women Workshop** OPTIONAL AT THIS STAGE

Description

Organizing committee and affiliation

Potential speakers and affiliation

Note: the CFW is a two-day workshop held immediately preceding the week of the *Introductory Workshop*. While different programs have approached these workshops in diverse ways, one of the principal objectives, strongly supported by the SAC and HRAC, is to provide an enhanced opportunity for women researchers to interact with other women with similar research interests. There is considerable flexibility for the organization of this two-day event, but MSRI does require good coordination between the *Connections* and *Introductory* workshop organizers so that as many women as possible are supported to stay on for the *Introductory Workshop*. *It is* therefore customary to have one person be simultaneously on the organizing committees for both of these workshops. As is the case for all MSRI workshops, registration to attend *Connections* workshop lectures is **open to all interested researchers regardless of gender**.

### **3b. Introductory Workshop** OPTIONAL AT THIS STAGE

Description

Organizing committee and affiliation

Potential speakers and affiliation

Note that the introductory workshops are meant to set the stage and provide the context for the program, with the intended audience being researchers **not** in the program. This would include members in the other programs, members of the local mathematical community, and participants from outside the area selected especially for the workshop, particularly from groups underrepresented in research intensive contexts: women, minorities, mathematicians not located at research centers, and graduate students. In selecting participants, priority is given to these latter groups. When done

well, these introductory workshops have been effective in broadcasting the goals, ideas and techniques of a particular program to the mathematical public at large, as well as in bringing the MSRI community together as a whole.

**3c. Topical Workshop: TITLE IS REQUIRED**

Description

Organizing committee and affiliation OPTIONAL

Potential speakers and affiliation OPTIONAL

**4. Related Programs:**

Here one should list all programs, especially those held at US Math Institutes, that may have intersection with the proposed program. The intersection with your program should be explained as well as how your program would differ from the others and how strong is the intersection. If some programs seem to be intersecting yours but are quite different it is good to mention it.

**5. Key Participants:**

List of people that have expressed interest, with their affiliation. Eventually, at the proposal stage, a spreadsheet of potential participants containing, for each participant, the Family Name, First Name, Email address, Home Institution, Country of Home Institution, Gender, if US citizen minority status if applicable, will be required. At this stage it is not needed.

**6. Math Subject Classification numbers:** (Check: <http://www.ams.org/msc/msc2010.html>). We distinguish between primary and secondary classification. Please be as thorough as possible, as this will allow the videos of the speakers to be searchable to a wider audience.

**7. Key words:** Provide key words for the program. Again, the more thorough you can be, the more likely we are to reach the widest audience.

**8. Preferred Semester:** Indicate your preferred semester for the program, as well as several alternative semesters when the program could take place. Be sure to indicate and explain any constraints that you may have.