

*Per la PACE nel Mondo,  
fra i GIOVANI di Paesi diversi,  
con la CULTURA - Incontrarsi,  
Conoscersi, Comprendersi,  
per sviluppare l'Amicizia tra i Popoli.*

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Understanding each other to  
develop Friendship among Peoples.*



Attached E)

## CALL FOR PROPOSALS FOR “CONFERENCES”

This form must be filled up for proposing a “Conference” in Florence, under the patronage of the Romualdo Del Bianco Foundation. Here below are some instruction for the Proposer, about the organisation of the conference:

### 1. THE AIM OF THE CONFERENCE

Such a project should involve university professors, experts, scholars coming from different countries and should focused on cultural, scientific or technical matters, which could be capable of stimulating the reporting and mutual exchange of the cutting-edge results in that field, as well as to promote the beginning of new co-operation among them. The production of a final and official document is hoped.

### 2. WHAT IS THE ROLE OF THE ROMUALDO DEL BIANCO FOUNDATION

The Romualdo Del Bianco Foundation can partner the Proposer for following tasks:

- to focus the subject of the event and fix the main aspects of the conference (topics, candidates, period and others)
- to promote the event throughout the international network of the Foundation (professors, experts, researchers, scholars and so on), to the local potential participants and to the local scientific-cultural institutions as well, in order to gather further potential participations and enlarge the audience
- to assure an international wide visibility of the even thought the Foundation's web site and the press agencies
- Co-operates with the Proposer for:
  - direct mailing (preferably by e-mail)
  - visa procedures
  - fund-raising (private sponsors or others)
  - management of the the relationships with the conference participants once they are in Florence

For all what is concerned with the logistic of the conference (accommodation of the participants, catering and other services) the Romualdo Del Bianco Foundation puts in connection the Proposer with **PromoFlorenceEvents S.r.l.** a professional congress organiser, who has the right background and experience and network of relationships in Florence for the organisation and managing a conference (for presentation [www.fly-events.com](http://www.fly-events.com); for reference see the **XI WORLD SYMPOSIUM FORUM UNESCO FLORENCE 2006** [www.fuupfirenze.net](http://www.fuupfirenze.net) ).

### 3. WHAT IS THE ROLE OF THE PROPOSER (PROJECT LEADER)

- runs the relationships among the Participants before the beginning the conference:
  - mailing/direct invitation (also with the co-operation of the Romualdo Del Bianco Foundation)
  - ordinary correspondence with the Participants (for requests of information and others)
- is in charge of the scientific content of the conference:
  - preparation of the text of the invitation (in case also with the co-operation of the Foundation)
  - preparation of the scientific documentation to give to the Participants (if necessary)
  - collection of the Participants' papers/speeches and preparation/publication of the proceedings (if necessary)
- runs the relationships with other possible co-sponsors
- runs the relationships with the participants during the conference
- decides upon the participation fees (if necessary for the covering of particular expenses)

All the above mentioned points may be done directly by the Proposer or may be done in co-operation with **PromoFlorenceEvents S.r.l.**, a professional operator with whom the Proposer directly negotiate and commits the logistic aspects of the conference (hotel accommodation, catering, conference halls and all the other meeting facilities like hostess-services, translation and interpretation etc.)

### 4. WHAT IS THE ROLE OF PROMOFLORENCEEVENTS S.R.L. (WWW.FLY-EVENTS.COM)

- **PromoFlorenceEvents S.r.l.**, directly negotiate with the Proposer the logistic aspects of the conference and support the Proposer in running the booking and hotel accommodation, catering, food and beverages, coffee breaks, conference halls, ad hoc excursions and special tours (“Chianti tours”, Pisa, Lucca, Siena, S. Gimignano, Rome, Venice and others, all the other meeting facilities like hostess-services, translation and interpretation etc.
- **PromoFlorenceEvents S.r.l.** will eventually evaluate with the Proposer a special “benefit” calculated on the number of booking received.

### 5. WHAT IS THE ROLE OF THE PARTICIPANTS

The Participants are expected to support:

- Their travel expenses
- Their accommodation expenses
- Their enrolment fees (if approved by the Organising Committee)

### 6. HOW TO PROPOSE A “CONFERENCE”

By filling up the following application form, every professor, scholar, academician interested therein could propose to the Foundation a topic for a new “Conference”, to be held in Florence, with the participation of other experts in the same field. In spring the Board of the Foundation will select all proposals received and include those selected in the following program.

In case of need, further information can be got by writing to [info@fondazione-delbianco.org](mailto:info@fondazione-delbianco.org)

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**Attached E)**

## GENERAL PROGRAMME OF INTERNATIONAL INTEGRATION IN FLORENCE CALL FOR PROPOSALS FOR “CONFERENCES” to be included in the Program of Romualdo Del Bianco Foundation

This form is to be filled up by anyone who wants to propose a “CONFERENCES”, according to the definition before. The proposal will be included to the “General Proposals List”, which contains all proposals received by the Foundation up to the present moment. The Foundation doesn't accept any proposal made without filling in and signing the following form. Please read and fill up with care following pages.

\_\_\_\_\_  
Surname

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Home address

\_\_\_\_\_  
Town & Post Code

\_\_\_\_\_  
Country

\_\_\_\_\_  
University/Faculty/Institute of provenance

\_\_\_\_\_  
Address

\_\_\_\_\_  
Town & Post Code

\_\_\_\_\_  
Country

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Web Site

### 1) BRIEF PROFILE INTRODUCTION OF THE PROPOSER (MAX 2.000 CHARACTERS)

### 2) BRIEF DESCRIPTION OF THE PROJECT

The tentative title of the proposal:

Which is the current situation in the field in study, then specify which are the topics and the purposes of the proposal and the issues that the project will address (maximum 4.000 characters description is appreciated):

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**Scientific keywords:**

*(at least 5)*

**3) PARTICIPANTS**

**List of the scientific/cultural Partners or Co-organisers or Speakers:**

*(brief description of the persons in charge to direct the event, of the key-note speakers; preference will be accorded to proposal involving people from different countries)*

**Specification of the kind of participants and expected number of participants:**

*(who can attend the event: postgraduate students, young researches, PhD, Professors, Experts, Scholars, Academicians, field of studies, knowledge, skills and previous experience required etc; preference will be accorded to proposal involving people from different countries)*

**List of participating universities/faculties/institutes the proponent should involve (others than the proposing one):**

*(If it is possible a list of institutes – preferably from different countries - you think to involve or you ask the Foundation to involve; preference will be accorded to proposal involving people from different countries)*

**4) THE PAPERS/OUTCOMES**

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Description of the kind of works that the participants are requested to present (papers, abstracts, presentation, their size, by which mean) / description of the activities performed (subjects discussed, session of the meetings) during the event / description of the final outcome of the event (max 4.000 characters):

Which are the kind of proposals for future initiative that could arise from the present meeting and that could be planned in the soonest future?

- Conference (please specify the tentative title, the period and the expected number of participants)
  - High-qualifying course (please specify the tentative title, the period and the expected number of participants)
  - Other kind of initiative (please specify)
- (6.000 characters description is appreciated)

**5) OTHER DETAILS**

Preferred period, in which the proposal should be carried out:

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**First draft of the daily program:**

**Particular requests concerning the organisation of the project:**

*without any commitment, please specify which is:*

- 1. the expected role of the Foundation*
- 2. the expected role of the Proposer*
- 3. the expected role by third parties*

**List of possible sponsors to be contacted:**

Thank you.

**Place and data**

**Signature**