



## Pre-Proposal Template

A pre-proposal is a two-page document that includes the following sections. The selection criteria for long programs can be found at <https://www.nitmb.org/NITMB-program-instructions.pdf>

### 1. ORGANIZING COMMITTEE

List **program organizers**, their affiliations and anticipated length of stay.

### 2. SCIENTIFIC DESCRIPTION

A **short description of the long program topic**, not to exceed one page in length. This should include background, relationship to current research in biology and mathematics, workshop goals, and potential areas of scientific impact.

### 3. PLANNED WORKSHOPS

Indicate the **titles of two potential topical workshops**. A typical long program runs three week-long workshops. The first workshop, at the start of the long program, is a Tutorial workshop with the overarching goals of (1) giving an accessible introduction to the main themes, describing some of the open questions and promising new directions in related research, (2) promoting connections for early-career researchers with more senior leaders in the field, and between mathematical and biological scientists. Later in the long program, there are two topical workshops to be organized; please list the titles of these two workshops. (Optional) Include a list of potential invited participants for the topical workshops, and/or tutorial workshop activities.

### 4. RELATED PROGRAMS

List any **upcoming programs, workshops, conferences that may have an intersection with the proposed long program**. Please indicate programs recently held or to be held at other US based institutes.

### 5. KEY PARTICIPANTS

List **potential key participants**: names, affiliations, career stage, and main field of research (mathematics/biology/etc).

### 6. PREFERRED TIMING

List **quarters/years in order of preference**, as well as **proposed duration**. Long programs are planned more than a year in advance, and typically run for a full 9 week academic quarter. (Spring Quarter: mid-March to end of May. Fall Quarter: mid-September to early December.)

### 7. (OPTIONAL) OTHER PROPOSED ACTIVITIES

List any **potential linked activities** the organizers would like to plan as part of the long program. Examples include: running a summer school prior to a fall workshop, joint partnership with other institutions, regular seminars, special issues of journals, special sessions at professional society meetings, mentoring activities, career development, connections with industry and government labs, public outreach.