

## Project title

Name of first organizer\*  
*Institution of first organizer*

Name of second organizer†  
*Institution of second organizer*

Name of third organizer‡  
*Institution of third organizer*

Project of the *Espace de Structure et de réactions Nucléaires Théorique*  
<https://esnt.cea.fr>

Tentative date/period of the project session

CEA Saclay, DPhN, Orme des Merisiers, b. 703, room 135, F-91191 Gif-sur-Yvette

### I. SCIENTIFIC ISSUE

*Detail in this section the problematics that the project will be dealing with (~1 page).*

### II. GOALS OF THE PROJECT

In summary, the goals of the project are

1. Goal 1
2. Goal 2
3. Goal 3 ...

*Short list of useful references.*

### III. SHORT-TERM VISITORS

*Several participants could stay at the ESNT for several days or more before or after the project period for collaboration purposes. Give the name of the involved participants, the topic of their stay, the foreseen subjects of works and discussions in the working group (preliminary overview of the subjects planned for the working group discussions). Indicate also the (tentative) period of their stay (including the possible workshop talk session with other participants, if any, see next section).*

- Name, XX: affiliation (lab acronym, town), email address, topic, (tentative) period of the stay, A days
- Name, YY: affiliation, (lab acronym, town), email address, topic, (tentative) period of the stay, AA days
- ...

*If your project includes a workshop with a talk session, please fill the following sections, speakers and program. You may indicate also if you plan to organize a few talks (even in an informal way) during the period.*

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\*Electronic address: `emailoffirstorganizer`

†Electronic address: `emailofsecondorganizer`

‡Electronic address: `emailofthirdorganizer`

#### IV. LIST OF POTENTIAL SPEAKERS

*This section does not have to be final when you submit your proposal for the first time. The scientific committee simply needs to have an idea of the main body of people you expect to have to make the workshop successful. The main information should be given in the next session, with the preliminary program.*

*It is suggested to start the workshop with lectures and to associate experimentalists to the choice of these lectures.*

- Name, affiliation (lab acronym, town), email address, preliminary title of the talk
- Name, affiliation (lab acronym, town), email address, preliminary title of the talk
- ...
- ...

*N.B. If you are not in the format of a workshop with several talk sessions, because you have built a project of working group session with short-term visitors, please foresee at least a general seminar given by one of the organizer or one of the short-term visitor. You may also plan on open session, to discuss the main objectives of your project during a few talks.*

#### V. PRELIMINARY PROGRAM

*N.B. This part has to be filled only in the case of a workshop with talk sessions.*

*For a working group, you only have to plan a few seminar/lectures in at least one opened session depending on your preferred organization mode.*

*For a workshop with daily talks, this section does not have to be filled in details when you submit your proposal for the first time ; it will have to be completed later in the process. At this stage, you only need to indicate the topics and questions you plan to discuss for your project, with the potential visitors with whom the organizers plan to work with. In the case of a workshop with daily talks, please indicate the global timetable (topics per session, sessions per day) and, if possible, explain briefly what would be the intended subjects of work discussions.*

Date 1	Date 2	Date 3	Date 4
XXhXX Lecture	XXhXX Talk	XXhXX Talk	XXhXX Works
XXhXX <b>Break</b>	XXhXX <b>Break</b>	XXhXX <b>Break</b>	XXhXX <b>Break</b>
XXhXX Talk	XXhXX Talk	XXhXX Talk	XXhXX Talk
XXhXX <b>Lunch</b>	XXhXX <b>Lunch</b>	XXhXX <b>Lunch</b>	XXhXX <b>Lunch</b>
XXhXX Talk	XXhXX working	XXhXX Works	XXhXX Talk
XXhXX <b>Break</b>	XXhXX groups	XXhXX <b>Break</b>	XXhXX <b>Break</b>
XXhXX Talk	XXhXX <b>Break</b>	XXhXX Works	XXhXX Discussions
XXhXX <b>End</b>	XXhXX Discussions	XXhXX <b>End</b>	XXhXX <b>End</b>

## VI. BUDGET EVALUATION

*For the first submission of the proposal, the scientific committee needs an estimate of the budget for the project with the global number of visitors working on the project and their stay length (period of the workshop and possible extension of the stay before or after the workshop). The main elements to consider are the number of days and of the supported participants for the daily expenses (nights+lunches/dinners) and the possible number of external participants coming to ESNT if the project consists in organizing talk sessions.*

*The ESNT support for the workshop consists of providing the budget for :*

- the payment of daily lunches for external participants (organizers, speakers, contributors) at the local canteen during the workshop period ;*
- reimbursement (after the workshop, with receipts) of the living expenses (and local transport) of a selected list of (a few) main contributors, including, if necessary, the organizers. Priority should be given to those with a limited budget for travel and missions, and an expensive trip to France.*

**N.B.** *130 Euros is the maximum for a night+breakfast in Paris region (110 outside). 22 Euros is the maximum for the dinner, 20.20 for the lunches during week-ends.*

*During week days, lunches are supported for the estimated number of  $W$  participants (speakers-visitors) at the CEA canteen (mean value of 12 Euros for one lunch). The mean value of the budget for a project (apart from the short-term visits) is generally between 2000 and 4000 Euros, higher depending on the cost of the short-term visits before or after the workshop.*

*The cost of short term visits for hotel stay extending more than one week must be indicated separately (see with the steering committee for the evaluation and budget for stays extending more than one week).*

For the short-term visitors (stays more than one week,  $XX$  during  $A$  days,  $YY$  during  $AA$  days...), the hotel budget is  $Za$  Euros.

We plan to support  $W$  visitors of the working group (breakfast, diner plus hotel for a maximum of 22+110 Euros per day) during  $Da$  days,  $Na$  nights, for a total of  $Wa$  Euros. We add the lunches of all supported visitors during weekdays ( $\simeq 12$  Euros/lunch at CEA) and weekends (maximum 20.20 Euros/lunch) for a total of  $Wb$  Euros.

In addition, during the workshop  $Dw$  days,  $Rb$  lunches of other visitors/speakers and external participants are planned to be covered for a total of  $Zb$  Euros ( $= 12 * Dw * Rb$ ).

Total budget is estimated to be  $Za + Wa + Wb + Zb$  Euros.

*When the workshop is accepted, the steering committee sends guidelines to the project organizers for the practical information regarding the planned period and the budget questions. Then, the organizers can take several weeks to finalize the name list of supported visitors using the allocated budget. Note that they will be asked to provide an updated short version of the project proposal program (sections I, II and program of the workshop or of the working group) which will be sent widely to the community of the ESNT mailing list when the time comes to announce the project sessions.*