

Proposal Summary		
Updated June 24, 2008		
	Location: Portland, Maine	
	Proposed Dates of the conference: July 17-21, 2011	
1. Unique/Attractive Features	<p>Located just off the Portland's arts district, The Holiday Inn by the Bay is an ideal location for this conference. The hotel is large enough to accommodate all meeting, exhibit and overnight space. Conference attendees will not need a car while staying. The hotel is within easy walking distance of Portland's famous Old Port district. Portland is within easy driving distance of Freeport, home to L.L. Bean, and numerous other beaches and summer attractions.</p>	
2. Travel Costs in US\$	<p>To Major Airport Near Conference Venue: There is no direct air service between Boston and Portland. There is direct air service from New York (JFK and LaGuardia), Newark, Philadelphia, Baltimore, Washington (Dulles and Reagan National), Detroit, Charlotte, Cincinnati, Cleveland, Chicago. Atlanta and Orlando.</p>	
From JFK or Newark	\$440,00	
From Amsterdam	\$1.540,00	
From Tokyo		
<i>Cost and Time from Major Airport to Conference Venue</i>	JFK or Newark to Portland Jetport	Portland Jetport to Conference Venue
Mode	air	taxi
Cost	\$400,00	\$40,00
Travel Time	1hr 40 minutes from Newark, LaGuardia or JFK	20 minutes
Frequency of trips	16 trips per day from Newark, JFK or LaGuardia	numerous
3. Meal and Accommodation Costs	Main Hotel / Site: Regular Attendee	Alternate Hotel / Site: La Quinta Suites (1.5 mi. away) Student Attendee
Room including taxes	\$190,00	\$100,00
All-inclusive fee ("Ideal Meeting")	\$48,00	\$5,00
Lunch included in fee	\$0,00	\$8,00
Dinner not included in fee	\$0,00	\$10,00
<i>Total M & A Cost Per Day</i>	238	123
<i>M & A Cost 4 Days</i>	952	492
4. Direct Conference Costs		

Meeting Rooms (for four days)	\$1.800	Meeting rooms are not included free. This represents
AV Equipment	\$12.000	a 75% discount, available if we hit sleeping room targets.
Other Supplies	\$600	
Subtotal Facilities	\$14.400	
Estimated Attendance	600	
Per Person Facility Cost	\$24	
Local Transport per person (only for students at Motel 6)	\$3	
Coffee Breaks (2 per day *4) per person (included in fee)	\$0	
Subtotal Conference Variable	\$3	
<i>Total Direct Per Person Cost</i>	\$27	
<i>Total M&A Plus Direct Cost</i>	\$979	\$979
5. Program Features		
Program Chair	Boston-area person TBD	
Welcome Reception	Part of conference, but for separate fee of approximately \$10 per person, or \$6,000	
Conference Luncheon	The "Ideal Meeting" fee of \$48 per day covers a full-course luncheon each day. One of these could serve as the conference banquet, even if this requires a slight adjustment of the schedule. This is MUCH cheaper than a banquet.	
Other		

6. Facility Characteristics		
Maximum Capacity -- Hotel Sleeping Rooms	239	
Maximum Capacity -- Plenary Theatre Style	1200	
Distance between rooms	Sleeping and meeting rooms are in same facility	
Space for posters/exhibitors	72 8x10 booths in adjacent Casco Bay Meeting Hall. Also, the first floor has close to 200 feet of fairly wide corridor space for posters (Wider than Roosevelt in NYC, narrower than Seaport in Boston).	
7. Manageability of Risk	Local direct costs can be locked in with US\$ pricing.	
8 Local Host		
Chapter/University sponsor	University of Southern Maine	
Local Co-hosts	Speculative: LL Bean, Bath Iron Works, TD Banknorth, UNUM. We are not optimistic that local organizations, except perhaps BIW, would be sufficiently aware of the SDS to be willing to sponsor the conference.	
Conference Partners	TBD	
Likely number of student or other volunteers	4	
Cost Summary	Regular Attendee	Student Attendee
<i>Total Direct Per Person Cost</i>	\$27	\$27
<i>Estimated Head Office Cost</i>	\$208	\$208
<i>Projected Registration Fee</i>	\$235	\$141
<i>Total M & A Cost 4 Days</i>	\$952	\$492
Estimated Total Cost	\$1.187	\$633
Cost including Airfare		
<i>From Boston</i>	\$1.627,33	\$1.073,20
<i>From Amsterdam</i>	\$2.727,33	\$2.173,20
<i>From Tokyo</i>	\$1.187,33	\$633,20