



**ASSOCIATION OF
UNIVERSITY
RESEARCH
PARKS**

Creating Communities of Innovation

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UNIVERSITY RESEARCH PARKS**

REQUEST FOR PROPOSALS

**AURP 2011
INTERNATIONAL CONFERENCE HOST**

General Information & Background

The Association of University Research Parks (AURP) is soliciting proposals from member research parks interested in hosting the AURP 2011 International Conference.

AURP At a Glance

The Association of University Research Parks (AURP) is a professional organization representing over 350 members from research, science and technology parks across the globe. AURP's mission is fostering innovation, commercialization and economic growth in a global economy through university, industry and government partnerships. (www.aurp.net).

The Association of University Research Parks' primary community consists of planned and operating research parks and technology incubators around the world. A variety of university, governmental, not-for-profit and private organizations interested in the development and operation of technology projects and programs, comprise the balance of AURP's membership.

Economic Impact of Research and Science Parks in the United States

- Research, science and technology parks across the United States have a significant economic impact on America's economy, and on the economies of each of the 42 states in which one or more of the nation's research parks are located.
- Over 313,000 people across the U.S. are employed in companies located in research parks. The total wages paid in these jobs is more than \$12 billion, and their direct and indirect economic impact exceeds \$28 billion annually.
- Estimated Direct Employment Impact - 313,775 jobs
- Estimated Indirect Employment Impact - 398,494 jobs
- Estimated Total Employment Impact - 712,269 jobs
- Estimated Annual Direct Economic Impact - \$12.01 Billion
- Estimated Annual Indirect Economic Impact - \$16.04 Billion
- Estimated Annual Total Economic Impact - \$28.05 Billion

AURP International Conference Dates

The AURP International Conference is held in the fall on dates that avoid major national and religious holidays as well as other industry meetings. The conference is typically scheduled over a four-day period, starting with the AURP Board meeting on Tuesday and concluding with programming and/or optional park tours on Friday. Optional workshops are typically scheduled for Wednesday with the bulk of the conference programming scheduled for Thursday and Friday.

AURP International Conference Attendees

The AURP International Conference historically draws 200-225 attendees including paid registrants, speakers, exhibitors and sponsors.

AURP Conference Committee Structure

The AURP Board of Directors has established the following conference committee structure and assigned duties as indicated.

	NATIONAL COMMITTEE	LOCAL COMMITTEE	STAFF
Committee Composition:	<ul style="list-style-type: none"> • AURP 2nd Vice President • (3) AURP non-Board members each with a 3-year appointment plus members listed below 	<ul style="list-style-type: none"> • AURP Host Member 	<ul style="list-style-type: none"> • Headquarters
Committee Duties:	<ul style="list-style-type: none"> • Develop Meeting Theme • Meeting Content • Meeting Dates • National Keynote Speakers • Review data on trends & surveys • General oversight 	<ul style="list-style-type: none"> • Local sponsorships • Local Host speakers (government & university) • Local entertainment • Coordinate Tours 	<ul style="list-style-type: none"> • Secure & manage site • Programmatic details • Budget & financial reporting • Marketing/PR • Registration • National sponsorships

Conference Specifics

Note: These specifications are provided for your planning purposes only. AURP staff will solicit proposals from hotels.

- Date – Late September, October, early November
- Location – a city or metropolitan area, which is also a major airline destination for North America and international travelers. AURP wishes to expose conference attendees to different areas of North America and thus will continually move around the continent.
- Corporate Support – Demonstrated significant support from local and state government agencies as well as private corporations. Ability to meet proposed budget figure of \$80,000 in local sponsorships.
- Must offer a variety of cultural attractions, vacation destinations and special event venues
- Length – 6 days, Sunday through Saturday inclusive of staff preparation and AURP Board Meeting; Actual conference will run Wednesday through Friday
- Attendance – 200 – 225
- Hotels – 150 rooms peak nights (Wednesday & Thursday)
- Special Events:
 - Off-site gala – should be held at a place of local interest and able to accommodate 200-250 guests with heavy appetizers and cocktails; possible entertainment
 - Optional tours of host park and/or current projects

Proposal Submission Requirements

Proposals will be evaluated on the following criteria and must include the following information in order to be considered:

- The desire of AURP to expose conference attendees to different areas of North America.
- Identification of the proposed host institution and Chairperson.
- Identification of the proposed host committee members and their affiliation with the proposed host institution.
- Description of the level of up-front financial support committed to the conference and your ability to attract sponsors.
- List of proposed themes.
- Names of proposed hotels.
- Background and demographic information on the proposed host city to include amenities and benefits such as geographical and historical attractions, cultural and sporting events and any special community events that may run concurrent with the conference.
- Description of the features and benefits of hosting the conference by your institution and in your city/region.

Submit your proposal, electronically, to missyblair@aurp.net no later than Tuesday, December 15, 2009.

The AURP Board of Directors will review the proposals and choose the host institution. Candidates submitting proposals will be notified of the AURP Board's decision no later than Wednesday, March 31, 2010.

Please email AURP at missyblair@aurp.net , or call AURP at 520-529-2521, if you have any questions.