Proposal for hosting LCR 2026: Learner Corpus Research Conference

Submission deadline: 01 September 2024
Our conference guidelines are [here](#).
Send your proposal to the LCA Conference Officer Susan Nacey (susan.nacey@inn.no).

Questions? Do not hesitate to contact our Conference Officer!

1.   Proposal outline

Please provide an outline of your proposal, explaining:

a) How the conference would contribute to the aims of the LCA as an organization; please see 'Purpose and scope of activities' in the [LCA constitution](#).
b) Aspects of previous LCR conferences that would be preserved and aspects that would be changed/improved
c) Why holding LCR in your proposed location might prove attractive to delegates
d) How many delegates from your country you would expect

2.   Organizing committee making proposal

a) Name(s) (please specify which members of the Committee are current LCA members)
b) Institutional affiliation(s)
c) Address
d) Proposed location for conference
e) Previous experience in organizing conferences

3.   The conference

a) Proposed theme
b) Proposed dates (usually September/early October; from Thursday morning to Saturday lunchtime)
c) Proposed plenary speakers (usually 3). Please explain your choice.
d) Proposed scientific committee (usually between 6 and 10). At least two will be serving members of the LCA Board.
e) Number of delegates expected to attend (previous LCR conferences have gathered about 100-130 people)
f) Conference sessions: what types of sessions would you invite (e.g., papers, workshops, colloquia, panels); how long would they be; how many parallel sessions would there be?
g) What provision would there be for post-graduate students?
h) How many volunteers are needed to organize the conference (e.g., for chairing sessions), and how will these be recruited?
i) Social events (e.g. conference dinner, post-conference excursion, etc.)

4.   Venue
a) Institution
b) Description of rooms/lecture halls available (number, capacity)
c) Technology (PowerPoint, possibilities for streaming, etc. in rooms)
d) Estimated cost of registration. At a minimum, the conference fee will have to cover a) plenary speakers' travel and subsistence b) room and technology hire, if not free from university c) meals, if included d) social program during the conference (e.g. opening music), e) sundries (e.g. delegates' pack)
e) Estimated cost of conference dinner
f) Estimated cost of post-conference excursion (if relevant)
g) Arrangements for delegates to pay (e.g., credit card, bank transfer, on arrival)
h) Possibility for streaming/recording particular sessions, given permission (e.g. plenary talks)
i) Is the venue accessible for participants with special needs?

5.   Travelling and accommodation
a) How far is the proposed venue from an international airport?
b) How can delegates reach the venue from the airport?
c) What types of accommodation could be provided? (e.g., student residence, hotel, hostel)
d) Do you expect to be able to organize accommodation for all delegates in buildings within easy walking distance of each other?
e) How would delegates reach the conference site from their accommodation?
f) Can facilities be provided for delegates with special needs (e.g., those travelling with family, those with special needs as regards transport)?
g) What kind of arrangements would you make as regards meals for delegates?
h) Is there anywhere of special interest which delegates might visit during the conference?
i) Estimated cost of different types of accommodation

6.   Organization of the conference and the LCA Board
a) Do you need any advice or information from the LCA about academic or other matters?
b) How can the LCA contribute towards ensuring the success of the conference, should your proposal be accepted?

7.   Budget summary
Please provide a rough estimate of the costs expected to be incurred and how they will be covered. If this includes some support from local authorities or institutions, please specify.

8.   Any other comments?