

Call for Expressions of Interest: Local Hosting of the ISES Solar World Congress 2025

Release Date: 20 April 2023

Table of Contents

Table of Contents	1
Call for Expressions of Interest.....	2
Solar World Congress History.....	2
Typical SWC Structure	2
Responsibilities.....	4
Local Host Responsibilities	4
ISES Responsibilities	4
Shared Responsibilities	4
Application and Selection Process	5
Submission of Expression of Interest	5

Call for Expressions of Interest

The International Solar Energy Society (ISES) is looking for a host for the ISES Solar World Congress 2025, hereafter referred to as the "SWC 2025". Ideally the SWC 2025 will be held between September – November 2025. This Call for Expressions of Interest provides background information for organizations interested in hosting the SWC 2025.

The SWC 2025 covers a broad range of solar topics from technologies to end-use applications, as well as related renewable topics. The local host is expected to be active in one of these fields. Hosting this congress offers a unique opportunity to strengthen an institution's reputation and connect with the international renewable energy community.

The host of this international congress will have the strong support of ISES. Host organizations must be legally registered entities; they can be universities, research institutions, non-profits or NGOs. The host organization may subcontract or work in partnership with commercial service providers as needed. Based on the expressions of interest received, organizations will be invited to submit detailed proposals.

Solar World Congress History

The first ever international ISES Solar World Congress had been held in 1970 when solar research pioneers met at the first ISES Congress in Melbourne, Australia. After that, the Solar World Congresses were held every two years in a different country. Here you can see all locations at one glance:

Time & Place

1970: Melbourne, Australia	1999: Jerusalem, Israel
1971: Greenbelt, USA	2000: Mexico City, Mexico
1973: Paris, France	2001: Adelaide, Australia
1975: Los Angeles, USA	2003: Gothenburg, Sweden
1977: New Delhi, India (held 01/1978)	2005: Orlando, USA
1979: Atlanta, USA	2007: Beijing, China
1981: Brighton, UK	2009: Johannesburg, South Africa
1983: Perth, Australia	2011: Kassel, Germany
1985: Montreal, Canada	2013: Cancun, Mexico
1987: Hamburg, Germany	2015: Daegu, South Korea
1989: Kobe, Japan	2017: Abu Dhabi, UAE
1991: Denver, USA	2019: Santiago, Chile
1993: Budapest, Hungary	2021: Online
1995: Harare, Zimbabwe	2023: New Delhi, India
1997: Taejon, South Korea	

Typical SWC Structure

The expected number of participants is between 200 – 500 people. The typical duration is 3 – 4 days starting with a welcome reception on the evening before the first opening session. The official Congress language is English.

The organization of the SWC 2025 includes a Local Organizing Committee (LOC) chaired by a representative of the local host, an International Organizing Committee (IOC) co-chaired by representatives agreed upon by ISES and the host organization, and a Scientific Committee co-chaired by representatives agreed upon by ISES and the host organization.

The Call for Participation will be issued 9 months in advance of the SWC. A Save the Date will be announced about 12 months in advance at the Solar World Congress 2025.

The SWC 2025 will consist of plenary sessions, keynote talks, parallel oral and poster sessions, forums, courses, an exhibition, and other side events. The local host should take into consideration that the congress will organize several side events and meetings outside of the dates of the actual SWC 2025. These meetings can include ISES meetings, technical tours, special sessions and workshops.

Plenary sessions are on overarching themes and will feature expert invited speakers. The format of the plenary session can be a series of individual speeches or a panel discussion with a moderator. The opening and closing sessions are also plenary.

Keynote talks are on specific technical topics generally around the themes identified in the Call for Participation. The keynote speakers are invited experts in their fields. They may be selected from the best abstracts submitted in their respective fields or by the theme chairs for their respective themes.

Parallel oral sessions are organized by themes according to the abstracts received. There can be between 5 – 6 parallel oral sessions taking place at one time.

Poster sessions are organized by theme, authors usually stand by their posters and present and answer questions on their posters during designated times. A dedicated poster area is needed where authors can display their posters during the entire congress.

Side events can include workshops, business meetings or other special events organized by and together with the organizing committee. They may be organized on special themes or an author may indicate if they prefer to present in a forum and may suggest speakers and topics. They can take place before, during or after the congress.

Masters Course program for up to 20 students. The University of Kassel (Germany) is the advisor for the Masters Course program. The host organization shall identify a university to be the local university partner for this course, which may be conducted in co-operation with the University of Kassel. The student participants of the Masters Course will receive free registration for the Congress. This part of the SWC 2025 is optional and depends on finding a local University partner that can host and lead the course. A manual for holding the course will be provided.

Exhibition area is for sponsors, as well as ISES, the local host organization, and partner organizations to present their products and work to the participants. The local host is welcome to expand the list of exhibitors. The venue should include sufficient space to meet the minimum sponsor and organizational outreach requirements.

Excursions to interesting or unique solar energy installations or projects on energy efficiency and renewable energy at or near the host location may be included in the Congress program. These excursions usually take place immediately after the congress.

Congress Proceedings of accepted papers (either oral or poster) will be published by ISES with an individual Digital Object Identifier (DOI) on a publicly accessible and searchable online database, <http://proceedings.ises.org/>.

Responsibilities

Local Host Responsibilities

The local host shall be responsible for setting up and coordinating the Local Organizing Committee (LOC) and selecting a representative to serve on the IOC.

Requirements of the Local Host Organization include:

- Having the institutional capacity and support to carry out the diverse range of organizational responsibilities to host the SWC 2025 successfully.
- Identifying and securing an attractive and suitable venue.
- Attracting support at the political level as well as from businesses, industry and civil society at the local, regional and national levels.
- Understanding of the level of responsibility and effort required to successfully organize the local arrangement, which includes:
 - securing sufficient funding to host the event and cover all local expenses,
 - actively participating in the organization and implementation of the SWC 2025,
 - providing the significant staff and/or volunteer time needed to carry out the local host responsibilities, and
 - managing all local logistics, including the provision of meeting rooms and catering for side meetings before, during and after the congress.
- Actively participating on the IOC and chairing the LOC

ISES Responsibilities

- Managing the contract with the local host.
- Overseeing the overall financial management of congress expenses incurred by ISES, including cost for the online paper management and registration.
- Contracting a company to manage the online paper management and participant registration. This company shall be responsible for the overall online management of the congress organization including the collection of abstracts and papers and participant fees.
- Publishing the congress proceedings.
- Managing the online promotional marketing, such as the call for participation announcements and the distribution of a regular congress newsletter.
- Securing supporting partnerships with key international stakeholder organizations and media for broad promotion and participation.

Shared Responsibilities

ISES and the local host shall work together on activities, including:

- Establishing the congress committees
- Developing the congress program, including selection of speakers
- Developing international sponsorship packages
- Coordinating side meetings, parallel workshops, and other events at the congress
- Developing a social program
- Coordinating the venue requirements and liaising with local organizer, sponsors and the online management firm to ensure high-quality professional management of the event

Application and Selection Process

1) **Deadline for Submissions of Expressions of Interest (EOI): 01 July 2023**

Organizations interested in hosting the SWC 2025 should submit a statement (no longer than 3 to 5 pages) that outlines:

- A brief description of the organization and its motivation for hosting the SWC 2025
- A brief description of the proposed location and venue
- The organization's experience and capabilities in mobilizing support, both financially and institutionally, for successfully hosting the congress.

2) **Notification: 01 August 2023**

Representatives from ISES will evaluate the expressions of interests. All organizations submitting EOI's will be notified by 01 August of the results of the evaluation including those invited to submit a detailed proposal.

3) **Deadline for Submission of Detailed Proposal: 15 September 2023**

4) **Evaluation of Proposals: 01 October 2023**

5) **Completion of Contract between ISES and Host Organization: December 2023**

Submission of Expression of Interest

Expressions of Interest should be submitted by email as a PDF document to ISES Headquarters at swc@ises.org by 01 July 2023. All comments and questions prior to the submission deadline can be sent to ISES Headquarters at swc@ises.org.