ICIP is the premier international forum for the technological advances and research results in the fields of theoretical, experimental, and applied image and video processing. The series is sponsored by the IEEE Signal Processing Society and has been held annually since 1994. Research frontiers in fields ranging from traditional image processing applications to evolving multimedia and video technologies are regularly advanced by results first reported in ICIP technical sessions. Topics include, but are not limited to:

- Image/video coding and transmission
- Image/video processing
- Image formation
- Image scanning, display, and printing
- Image/video storage, retrieval, and authentication
- Applications

Procedure

1. Send notice of intent to bid to the Vice President – Conferences and SPS Conference Services staff at sps-conf-proposals@ieee.org. Include in the notice your contact information and the proposed dates and location.
2. Conference Services staff will issue the proposal submission forms upon receipt of the letter of intent.
3. The forms must be completed and the proposal submitted to the Conference Services staff at least three months prior to the next ICIP meeting. See below for more information on the Proposal Timeline.
4. The receipt of the proposal may prompt an invitation to present from the IVMSP Technical Committee Chair to the Committee.
5. The IVMSP Technical Committee will review the proposal, and if it so chooses, will endorse the proposal and forward it to the Conference Board.
6. The Vice President – Conferences may issue an invitation to present to the Conference Board.
7. The Conference Board, if it so chooses, will endorse the proposal and forward it to the Board of Governors for final approval.
Proposal Guidelines

Proposal Contents

Create a proposal that includes the following:
- Organizing Committee members - the team should meet the following criteria:
  - Active SPS members
  - Diverse (geographically, industry members, junior members, etc.)
  - Experience organizing IEEE SPS conferences and/or workshops
  - Management experience of the core team
- Proposed Budget (components of budget must be reasonable, as well as, achievable)
- First and Second Option Dates (Dates shall not conflict with major religious or local government holidays or other SPS conferences and workshops.)
- Location City
- Venue Hotels and Convention Center Floor Plans and Capacity Charts
- Local Chapter Involvement
- Cultural Attractions and Tours
- Travel Information (e.g. airports, weather conditions, visa requirements)

Considerations

- ICIP should not return to the same location within a 10 year period. See below for ICIP Locations.
- ICIP is typically held in the months of September or October.
- ICIP is traditionally held Sunday through Wednesday starting with a day of tutorials followed by three days of conference.
- ICIP has a registration of approximately 1200 delegates.
- ICIP hosts Society administrative meetings which may include the Board of Governors, Publications Board, Conference board, Editorial Boards, and Technical Committee meetings.

Basic Meeting Space Needs

Break Outs ............................................. 6 to 8 rooms, 100-400 pax theater
Exhibits & Posters ................................. 20000 ft² /1900 m²
Meetings ................................. 3 to 4 rooms, 20-50 pax u-shape
Office ........................................ 6000 ft² /560 m²
Plenary Session/ Large Breakout ......... 1800 pax theater with stage
Registration ..................................... 6000 ft² /560 m²

Basic Lodging Guest Room Block

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<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
<th>Mon</th>
<th>Tues</th>
<th>Wed</th>
<th>Thurs</th>
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Proposal Guidelines

ICIP Locations

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Proposal Timeline

1. Call for Proposals
   a. Issued by Society immediately after each ICIP.
2. Proposals Due
   a. Approximately three months prior to ICIP and five years prior to the year of interest (e.g. ICIP 2020 proposals are due three months prior to ICIP 2015)
3. Presentation to IVMSP Technical Committee
   a. Presentation at ICIP five years prior to the year of interest. (e.g. ICIP 2020 proposal will be presented at ICIP 2015)
   b. The presentation is typically 10 minutes followed by 10 minutes of questions.
4. The Conference Board Executive Subcommittee reviews the proposals. Qualifying proposals are issued an invitation to present to the Conference Board.
5. Presentation to Conference Board
   a. Presentation at ICIP or GlobalSIP five years prior to the year of interest. (e.g. ICIP 2020 proposal will be presented at ICIP 2015)
   b. The presentation is typically 10 minutes followed by 5 -10 minutes of questions.
6. Site Inspection
   a. The Conference Board may request the SPS Conference Services staff coordinate a site visit to the proposed location within three months of ICIP or GlobalSIP. Please see the Site Inspection Guidelines for more information.
7. Board of Governors
   a. The Board of Governors will consider the proposal that has been endorsed by the Conference Board at its next meeting. Typically the Board meets at ICASSP in the spring.
8. A notice is sent to the General Chairs of the proposing teams when the Board of Governors has made the final decision. It may be as long as one year from the date the letter of intent is received until a final decision can be announced.

The Conference Board may deviate from this timeline when it deems appropriate.

Contact Information:
SPS Conference Services Staff
sps-conf-proposals@ieee.org