

# 16<sup>TH</sup> DOCTORAL CONFERENCE ON COMPUTING, ELECTRICAL AND INDUSTRIAL SYSTEMS

## FINANCIAL AND SPONSORSHIP GROUP

Coordinator of the activities: Luis Oliveira, DEEC

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## BUDGET: PERFORMED ACTIVITIES

- Budget Preparation (define/estimate, supervise and control costs and income). **Set the Conf. Fees for 2025;**
- Work on different budget scenarios (expected, optimistic; pessimistic) and define a timeline (when money “enters” or “leaves”);
- Use all possible knowledge from DOCEIS’2023 and DOCEIS’2024, NOT in remote mode (start with previous budget);
- Update budget periodically and analyze evolution. **Budget only “frozes” a couple of months after conference is ended;**
- Interface periodically with Organization Logistics (in a monthly basis) and with Associated Activities Groups (this increases a lot close to the event);
- Select the conference Venue (Hotel?)
- Interface with FCT NOVA (daily) to perform payments, receipts, etc. (not easy but improved a lot!); (money should enter first);
- Financial sponsorship (next few slides).

# SET CONFERENCE FEES FOR 2025 (SIMILAR TO DoCEIS'24 ?

## DoCEIS + YEF-ECE Full Package\*

Category	Fee
Socolnet Member	€370.00
IEEE-IES Member	€370.00
IFIP Member	€370.00
FCT-NOVA / UNINOVA Student	€370.00
IEEE Member	€380.00
Non-Member	€390.00
Extra Person for Conference Dinner	+€90.00

\* - Includes the full DoCEIS Conference package: Conference Proceedings (Electronic Version), Coffee Breaks, Lunches, and Conference Dinner.

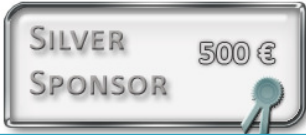


3

## SPONSORING: PERFORMED ACTIVITIES

- Extending list of potential sponsors and redefining the sponsoring packages (silver, gold and platinum);
- Preparing layout and content of the conference sponsorship internet subpage;
- In order to attract institutions and companies to support the conference, various approaches were used, namely:
  - Contact (via phone/e-mail) the companies/Institutions and book appointments;
  - Approach Sponsors from the previous years first (beginning of December ...);
  - Filling official forms in case they were provided by institutions and companies;
  - Making presentation during personal meetings.

4

# SPONSORSHIP FORM

	 SILVER SPONSOR 500 €	 GOLD SPONSOR 1,000 €	 PLATINUM SPONSOR 2,000 €
Logo at the conference brochures	✓	✓	✓
Logo and link on the website	✓	✓	✓
Advertisement in the attendees' bag	✓	✓	✓
Advertisement in the main hall		✓	✓
Identification as main sponsor in all Plenary Ceremonies			✓
50% discount in the conference registration		2 attendees	2 attendees
Free conference registration			1 attendee

- There will be a single Platinum Sponsor Package.

5

# SPONSORSHIP FORM

- Special Event Sponsorship

Conference bags  
200 €

Welcome Reception  
350€

Conference Banquet  
1000 €

- We are open to suggestions of other types of sponsorship that are more adequate for your company.

6

# SPONSORS (SOME EXAMPLES IN THE PREVIOUS EDITIONS)



7

# EXPENSES VS. INCOME (EXAMPLE)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
ID	Name	Registration Type	Email Address	Affiliation	Preço Pago										
57	Gonçalo Galvão	YEF-ECE Non-Member	gal902@alunos.uel.pt	Instituto Superior de Engenharia de Lisboa	160	DoCEIS + YEF-ECE Full Package*									
60	Isabella Papageorgiou	YEF-ECE Non-Member	isubel@ppa14@gmail.com	University of Ioannina, Greece	160	Socohret Member	370								
61	Alfonso Oliveira	YEF-ECE Non-Member	alfonso.oliveira@uiofsofona.pt	COPELABS, Lusófona University	160	IEEE-IES Member	370								
62	João Pedro Matos-Carvalho	YEF-ECE Non-Member	joao.matos.carvalho@uiofsofona.pt	COPELABS, Lusófona University	160	IFIP Member	370								
64	Arabela Pinto	YEF-ECE Non-Member	arp@fct.unl.pt	NOVA University Lisboa	160	FCT-NOVA/UNINOVA Student	370								
66	André Mora	YEF-ECE Non-Member	atm@unilvova.pt	NOVA University Lisboa	160	IEEE Member	390								
69	João Faria	YEF-ECE Non-Member	pf5012@alunos.uninho.pt	Universidade do Minho	160	Non-Member	390								
70	João Rocha	YEF-ECE Non-Member	rg5045@alunos.uninho.pt	Universidade do Minho	160	*Includes the full DoCEIS Conference package: Conference Proceedings (Electronic Version), Coffee Breaks, Lunches, and Conference Dinner									
67	João Casaleiro	YEF-IEEE Member	joao.casaleiro@uel.pt	Instituto Superior de Engenharia de Lisboa	140										
68	Pedro Barreira	YEF-ECE FCT-NOVA / UNINOVA Student	p.barreira@campus.fct.unl.pt	NOVA University Lisboa	120										
75	Ricardo Oliveira	YEF-ECE FCT-NOVA / UNINOVA Student	r.oliveira@campus.fct.unl.pt	NOVA University Lisboa	120										
76	Ana Inês Oliveira	YEF-ECE FCT-NOVA / UNINOVA Student	ain@unilvova.pt	NOVA University Lisboa	120										
77	Diogo Nardelo	YEF-ECE FCT-NOVA / UNINOVA Student	d.nardelo@campus.fct.unl.pt	NOVA University Lisboa	120										
78	Carolina Oliveira	YEF-ECE FCT-NOVA / UNINOVA Student	co.oliveira@campus.fct.unl.pt	NOVA University Lisboa	120										
79	Marcos Luis	YEF-ECE FCT-NOVA / UNINOVA Student	mpl.luis@campus.fct.unl.pt	NOVA University Lisboa	120										
81	Miguel Máximo	YEF-ECE FCT-NOVA / UNINOVA Student	m.maximo@campus.fct.unl.pt	NOVA University Lisboa	120										
82	Ricardo Machado	YEF-ECE FCT-NOVA / UNINOVA Student	rms.machado@campus.fct.unl.pt	NOVA University Lisboa	120										
56	Paula Graça	DOCEIS-YEF-ECE Socohret Member	pguila.graca@uel.pt	Instituto Superior de Engenharia de Lisboa	370										
40	Marios Tymovlas	DOCEIS-YEF-ECE IEEE Member	tyrovlas@ic.uoi.gr	University of Ioannina, Greece	380	YEF-ECE IEEE-IES Member	0	Nr de Inscritos	Almooço dia 3/7	Almooço dia 4/7	Almooço dia 5/7				
36	Maxim Malinski	DOCEIS-YEF-ECE Non-Member	m.malinski@stud.uz.zgora.pl	University of Zielona Góra	390	YEF-ECE FCT-NOVA / UNINOVA Student	8	0	0	0	8				
45	Osaro Antonelli	DOCEIS-YEF-ECE Non-Member	osaro.antonelli@postbox.it	Politecnico di Torino	390	YEF-ECE IEEE Member	1	0	0	1					
46	David Halasz	DOCEIS-YEF-ECE Non-Member	halasz@mail.muni.cz	Masaryk University	390	YEF-ECE Non-Member	8	0	0	8					
47	Ricardo S. Santos	DOCEIS-YEF-ECE Non-Member	ricardo.santos@uiofsofona.pt	COPELABS, Lusófona University	390	DOCEIS-YEF-ECE Socohret Member	1	1	1	1					
49	Saghir Amin	DOCEIS-YEF-ECE Non-Member	saghir_amin@iuh4@gmail.com	Universidade do Minho	390	DOCEIS-YEF-ECE IEEE-IES Member	0	0	0	0					
51	Ulla Talyer	DOCEIS-YEF-ECE Non-Member	ulla.talyer@ut.ee	University of Tartu, Institute of Computer Science	390	DOCEIS-YEF-ECE IFIP Member	0	0	0	0					
52	Luis Osório	DOCEIS-YEF-ECE Non-Member	luis.osorio@ontop.pt	COPELABS, Lusófona University	390	DOCEIS-YEF-ECE FCT-NOVA / UNINOVA Student	36	36	36	36	36				
53	Yuchen Fan	DOCEIS-YEF-ECE Non-Member	yuchen.fan@polito.it	Politecnico di Torino	390	DOCEIS-YEF-ECE IEEE Member	1	1	1	1					
54	Paulo Lourenço	DOCEIS-YEF-ECE Non-Member	p.lourenco@deis.ucp.pt	Instituto Superior de Engenharia de Lisboa	390	DOCEIS-YEF-ECE Non-Member	15	15	15	15					
72	Edvard Ševšenko	DOCEIS-YEF-ECE Non-Member	eduard.sevsienko@ut.ee	TTU UAS/University of Tartu	390	Professors	8	8	8	8					
73	Edvard Ševšenko	DOCEIS-YEF-ECE Non-Member	eduard.sevsienko@gmail.com	TTU UAS/University of Tartu	390	Keynotes	3	3	3	3					
74	Rene Maas	DOCEIS-YEF-ECE Non-Member	rene.maas@gmail.com	TTU UAS/University of Tartu	390										
83	Barbara Laskowska	DOCEIS-YEF-ECE Non-Member	barbara.laskowska.dok@pwr.edu.pl	Warsaw University of Technology	390										
85	Tiago Pereira	DOCEIS-YEF-ECE Non-Member	tiago.cripem@ua.pt	Universidade de Aveiro	390										
89	André Filipe Costa	DOCEIS-YEF-ECE Non-Member	alfmstos@gmail.com	LAPUS, Lusófona University	390										
20	Cláudio Felo	DOCEIS-YEF-ECE FCT-NOVA / UNINOVA Student	c.felo@campus.fct.unl.pt	NOVA University Lisboa	370										
21	Fábio Gregório	DOCEIS-YEF-ECE FCT-NOVA / UNINOVA Student	f.gregorio@fct.unl.pt	NOVA University Lisboa	370										
22	Francisco Silva	DOCEIS-YEF-ECE FCT-NOVA / UNINOVA Student	fsilva@campus.fct.unl.pt	NOVA University Lisboa	370										
23	Osório Pombale	DOCEIS-YEF-ECE FCT-NOVA / UNINOVA Student	o.pombale@campus.fct.unl.pt	NOVA University Lisboa	370										
24	Hugo Viana	DOCEIS-YEF-ECE FCT-NOVA / UNINOVA Student	h.viana@campus.fct.unl.pt	NOVA University Lisboa	370										
25	Hugo Matias	DOCEIS-YEF-ECE FCT-NOVA / UNINOVA Student	hugomatas@tecnico.ulisboa.pt	NOVA University Lisboa	370										
26	João Cabralinho	DOCEIS-YEF-ECE FCT-NOVA / UNINOVA Student	j.cabralinho@campus.fct.unl.pt	NOVA University Lisboa	370										
27	João Calandula	DOCEIS-YEF-ECE FCT-NOVA / UNINOVA Student	j.calandula@campus.fct.unl.pt	NOVA University Lisboa	370										
28	João Luís	DOCEIS-YEF-ECE FCT-NOVA / UNINOVA Student	jr.luis@campus.fct.unl.pt	NOVA University Lisboa	370										

8

Provider	Description	Value	Note
EasyChair	Licença software DoCEIS	553,50 €	
EasyChair	Licença software YEF ECE	276,75 €	
VEFA TRAVEL	Passagem e estadia Prof. Kerstin Maria Gustavsson e Prof. Fabio Fruggiero	2 387,82 €	
	Pagamento Prof. Fabio Fruggiero (Ajudas de Custo Transportes)	100 €	
	Pagamento Prof. Kerstin Maria Gustavsson (Ajudas de Custo Transportes)		It will be paid at the end of delivery of travel invoices
Viacópia	DoCEIS Banner	70 €	
Viacópia	Posters	153,30 €	
Hoti Bar	Salas de Reuniões + Cocktail boas vindas + Coffee Breaks - Tryp Caparica	4 990,50 €	
Star	Almooços - Restaurante Barbas	4 855,50 €	
TST	Autocarro para jantar Gala	1 166 €	
Evento Gourmet	Gala Dinner	3 678,85 €	
FCT	Welcome Kit Material	0 €	Expense based from last year, not yet mentioned
Springer	Proceedings	0 €	Expense based from last year. No proceedings were printed this year
	Certificates, Big format print	0 €	Expense based from last year. Not submitted by the responsible group
Viacópia (?)	Credit Card Expenses	0 €	Expense based from last year, not yet mentioned
<b>TOTAL (€)</b>		<b>18231,72</b>	

# FINAL BALANCE (EXAMPLE - 2024)

## Balance Sheet - DoCEIS'24

Income	22300
Overheads FCT NOVA (10%)	2230
Expenses	18231,72
<b>TOTAL</b>	<b>1838,28</b>