

FOSS4G

– PRIZREN 2023 –



FOSS4G 2023

**Prizren, Kosovo
26 June - 1 July 2023**

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Table of Contents

1. Reasons for hosting the conference and our goals for FOSS4G

- 1.1. Reasons and goals for organizing FOSS4G
- 1.2. How will the conference succeed financially and make a profit
- 1.3. How will the conference succeed socially?
 - 1.3.1. Welcome Party
 - 1.3.2. Gala Dinner
 - 1.3.4. Pub Race
- 1.4. How will the conference provide open source education?
- 1.5. How will the conference promote open source geospatial software?
- 1.6. How will the conference promote inclusivity

2. The hosting location

- 2.1. What city will the conference be in, what is interesting about it?
 - 2.1.1. Prizren, Kosovo
 - 2.1.2. Tourism in Kosovo and the region
 - 2.1.3. Are there any legal or cultural restrictions to attending the conference?
- 2.2. Venue
 - 2.2.1. Available workshop facilities, number of rooms, computers per room, pricing, strategy for providing workshop facilities.
 - 2.2.2. Available rooms for additional small business meetings.
 - 2.2.3. Accommodations available, location relative to the venue, pricing, Quantity.
 - 2.2.4. What is the maximum size your venue could entertain? The minimum?
 - 2.2.5. Venue accessibility

3. The hosting organization and local community

- 3.1. Supporting local organizations
- 3.2. How do you plan to manage/organize work and relations with OSGeo?
- 3.3. Local organizing committee
- 3.4. Local open source development and implementation activity, interest and enthusiasm for open source geospatial in your region

4. COVID-19 considerations

- 4.1. Provide a backup plan to organize FOSS4G2022 as a virtual event or as a hybrid one.
- 4.2. Indicate a milestone (number of months before the event) when a decision regarding the type of event should be publicly announced (physical/virtual/hybrid).

4.3. Assess the financial and organizational impact of going with a virtual/hybrid event instead of a traditional one

4.4. Strategies to encourage behaviors that reduce the spread of COVID-19 among staff and attendees

5. The budget.

5.1. What is your budget? Expenses for venue, food, marketing, audio-visual, network access, video streaming and/or recording etc.

5.2. What is your expected attendance? Why? Where do you think delegates will come from?

5.3. What is your expected sponsorship? Why? Do you have local potential sponsors already identified? At what levels?

5.4. Delegate fees for the conference, workshop and any social activities not included in the main conference fee.

5.5. You should include details of any grants or subsidized rates that you will offer which will be funded from within your budget

5.6. Estimate of any seed funding and/or guarantee required

5.7. The level of surplus forecast at different levels of attendance and the proportion that will be donated to OSGeo

5.8. Present your solutions to avoid financial losses in case of unforeseen situations

6. The program

6.1. Provide a high-level view of the program, indicating number of tracks, size of tracks, workshops, size of workshops, and other features of your program. Indicate the number of presentations, posters, and workshops you expect to accept.

6.2. What social events will be part of the schedule?

6.3. What dates do you expect to run the conference? Are they adjustable?

6.4. Provide a list of local/regional/international conferences around the selected date that are viewed as competition or collaboration

Other

Annex A: Budget

Annex B: Event Program

Annex C: Letters of Support

1. Reasons for hosting the conference and our goals for FOSS4G

1.1. Reasons and goals for organizing FOSS4G

Free Libre Open Source Software Kosova (FLOSSK) is a non-governmental organization based in Prishtina, Kosovo, established in 2009 to support, promote and develop free and open-source software. FLOSSK also contributes to open and participatory knowledge, education in information technologies through open courseware, and open standards, culture, and open society using open communication. FLOSSK is a membership-based organization run by a three-member executive board. FLOSSK is an OSGeo Foundation chapter in Kosovo. We plan to host FOSS4G 2023 along with the State of the Map Conference and HOT Summit.

Following the organization of the Debian Conference in 2022 in Kosovo, we want to continue this line of bringing international conferences to Kosovo. By hosting FOSS4G we want to bring the spirit of the Open Source Geo-Spatial community to Kosovo and the Southeast European region by focusing on the business part as well as the community engagement and networking side. Our goal during the conference is to have as much space for knowledge sharing, educational and professional development of participants as well as the promotion of best practices for development in education and research in the field of open source.

1.2. How will the conference succeed financially and make a profit

The importance of the ICT sector in Kosovo is a topic often discussed in Kosovo. ICT is seen as an attractive sector for economic growth, promoting export, creating jobs for the youth, return of the youth from the diaspora, and keeping young talents in Kosovo. FOSS4G, without a doubt, will create momentum for ICT companies to take the opportunity of this event to promote their business to the world.

A successful FOSS4G would create a healthy economical collaboration of the private and public sectors while affordable event costs will allow bigger participation coupled with the private and public sponsorships.

As financial performance is an important aspect of the conference, FLOSSK will ensure full transparency for all financial activities. Following the many years of experience in organizing local and regional conferences, FLOSSK will prepare and continuously control the budget and produce regular reports reviewing the quality and cost of purchased services and materials while OSGeo will be able to monitor all budget processes transparently at any time during the whole organizing period.

Based on its experience and already made partnerships, FLOSSK will negotiate the best contracts on the market with vendors and realize immediate upfront cost savings by procuring items, services, and contracts at the best price available. The main benefits of this effective procurement optimization are financial. Please see the budget section for further details.

1.3. How will the conference succeed socially?

FLOSSK has a long experience in organizing international and regional conferences in Kosovo, starting with the annual Software Freedom Kosova Conferences and more recently the State of the Map Conference in 2019 and DebConf'22. In all these conferences, and other social meetups organized by FLOSSK, a high number of people gathered to share experiences and knowledge on FLOSS topics. These conferences have offered participants a comfortable place and beneficial experience for them to network and engage with each other. FLOSSK will make sure to continue with the same rhythm during the FOSS4G 2023 conference. We plan to do this by encouraging participants to share new ideas and best practices, making the conference a place to learn about the latest innovations and insights, offering space for speakers to meet face to face with participants, encouraging them to make new contacts, and stay connected.

Besides being an educational event, FOSS4G will also offer a space for the socialization of GIS developers, users, researchers, students, and anyone who wants to learn, share and meet people with shared interests. We intend to do this through the hosting of fun activities as well as networking conference dinners. Besides having presentations and talks during conference days, we will also reserve some hours dedicated to only networking and socializing. Such activities include an “ice breaker”, a pub race in town as well as a gala evening on one of the conference days. In addition, we will create a mingling “town square” at the venue for people to relax and chat any time they are not involved in activities.

1.3.1. Welcome Party

The Ice Breaker welcome party will be hosted at Autostrada Biennale which is a contemporary art institution in Prizren, Kosovo. The vision of the Autostrada Biennale is to become a meeting point for people, creative ideas, cultures, and communities, and to create an open platform for contemporary art and education in connection with the Balkan region and beyond. Autostrada Biennale is a conference partner.

The welcome party will take place on Wednesday, following the completion of 2 days of workshops. The goal of this activity is to offer participants the opportunity to get together in a comfortable environment and discuss the events organized within the conference.

Usually, in other FOSS4G events, the welcome party is a time for old friends and acquaintances to get together before the main conference and presentations begin.



1.3.2. Gala Dinner

For the Gala Dinner we are considering the Alegria Hotel & Restaurant in the city of Prizren. The Dinner will give participants a chance to network, initiate connections and foster professional relationships or partnerships. The event will happen on the second day of the conference allowing all participants to get to know each other and the conference better.

Alegria Hotel & Restaurant is located around 5 kilometers from the main venue of FOSS4G. The place is usually used for family events and business dinners. It fits 600-1000 people.



1.3.4. Pub Race

The venue, Innovation and Training Park in Prizren, is very close to the city center. We will make sure to direct participants to the pubs and restaurants in the center for them to socialize. As in every other FOSS4G conference, this edition in Kosovo will have its Pub Race. This event makes it possible for participants of the conference to have discounts on beer and wine in selected pubs in Prizren. The network of pubs will include pubs located near the Shadërvan square in the Prizren historic city center, as well as the pub near the location of the conference, ITP Prizren.

1.4. How will the conference provide open source education?

FLOSSK specializes in organizing training for young people in the open-source field. All our conferences include an educational component, through tracks for beginners and hands-on workshops. This year we are starting with Bootcamps with students in various ICT fields, and providing a connection with IT companies in Kosovo. These projects aim at creating employment opportunities for young people in the ICT field.

We realize how important it is to bring new people into FOSS communities. We will aim to attract new participants from the region and globally by targeting GIS students and universities

of the field for attendance, creating tracks for beginners, and offering scholarships for new participants from the region and beyond. Through activities during the conference, we will encourage an active and dynamic learning process from which students, teachers, entrepreneurs, and researchers can benefit. We will also encourage the GeoForAll initiative by inviting and cooperating with the University of Prishtina, Department of Geography, and encourage students to be part of the conference and its main activities.

The presentations will allow participants to get an insight into existing geospatial projects and their best practices. FLOSSK will ensure that each session of workshops or presentations has an educational part to it so users can get a good understanding of how geospatial open source software is used in all environments. Furthermore, one other method of motivating new young people to participate is also by offering scholarships that will target local and regional students.

1.5. How will the conference promote open source geospatial software?

FLOSSK has developed a sustainable community of members which includes local and regional organizations working for open source. We have always found their support in organizing our conferences and we believe it will be the same with FOSS4G. Our way of communicating with these organizations is to announce the hosting of the conference where we ask each organization to spread the word to their communities and encourage their employees, students, and members to apply. Most of these organizations participate in conferences, in the role of passive or active participants. We will create a list of organizations from the region to be a target which will include: GIS-related university faculties, FOSSGIS and OSMF affiliates, government organizations, and non-government FOSS organizations.

To promote Open Source Geospatial Software, we will propose activities that focus on the benefits of developing and using open source solutions. We will give the right attention to all software projects and the OSGeo project presented as well as cooperate with local and regional institutions to conduct common activities during the conference. As an important factor, we will also bring into the spotlight the power of collaborative work which is important for the open-source ecosystem. FLOSSK has promoted Open Source since 2009 together with the few other FLOSS organizations in the region. Nevertheless, the open-source community is still in development in Southeast Europe and this is another aspect to which FOSS4G can contribute.

1.6. How will the conference promote inclusivity

A diverse community at any Open source geospatial software conference is important as not only does it reflect its community, it also shapes them. One way we will promote inclusivity during the conference is by inviting diverse voices to present at the conference as well as registering and participating in the conference. We will emphasize on the website and promotional materials that we want to include a diverse array of voices in such a way that the

event reflects the whole community. The conference will happen within the open-source initiative spirit which is based on the idea of openness, sharing, and inclusiveness. Through the outreach activities, we will also target people from marginalized communities. The low cost of the registration fee, as well as volunteering opportunities for students, will grow the number of participants. Furthermore, the Travel Grant Program will be a great opportunity for young people, students, and volunteers to take advantage of FOSS4G to expand their experience and advance their skills.

2. The hosting location

2.1. What city will the conference be in, what is interesting about it?

The Republic of Kosovo lies at the center of the Balkans and is a developing country experiencing solid economic growth over the last decade.

The borders of Kosovo are largely mountainous, characterized by sharp peaks and narrow valleys. More than 50% of Kosovo's territory is covered by forests and mountains, thus offering amazing hiking trails and beautiful rivers to enjoy. Besides the beautiful mountains and ancient ruins, Kosovo is known for its people's hospitality. The capital city of Kosovo is Prishtina, which is known for its nightlife, its cafe culture, festivals, and cultural events, with the buzz that comes from Europe's youngest population.

2.1.1. Prizren, Kosovo

Set in the foothills of the Sharr Mountains, Prizren was once a capital city, being a large cultural and trading center. The town has always been one of Kosovo's most beautiful cities, with unique roads, churches, mosques, and lots of old houses, which now serve for visual storytelling on the city's history and tradition.

The city has carefully maintained its influence from the Ottoman Empire while also adopting architecture from the west, so it gives the sensation of a mixed culture. Prizren is home to one of the best international documentary film festivals, Dokufest, which takes place in early August.

In Prizren, summers are warm and mostly clear.



Photo by [Besart Ademi](#) on [Unsplash](#)

2.1.2. Tourism in Kosovo and the region

As the region is the most affordable part of Europe with amazing beaches and mountains, we highly encourage participants to visit and do some tourism before or following the conference. Kosovo is surrounded by steep mountains and is easily accessible in many ways while being one of the most affordable European holiday locations. Hiking routes like the [Via Dinarica](#) and [Peaks of the Balkans](#) bring a lot of visitors to Kosovo who spend their time exploring these previously untapped possibilities.

More than 50% of Kosovo's territory is covered by forests and mountains, thus offering amazing hiking trails. Since Kosovo is quite a small country, one might easily have access to these spots. Visitors can enjoy hiking in Kosovo over the jagged Sharri, Pashtrik, and the [Accursed Mountains](#), appreciate the well-preserved Ottoman architecture of Prizren, sample raki or homemade wine around [Rahovec](#), visit a traditional stone kulla in Junik or Drenoc, dive into the coffee-drinking culture in one of [Prishtina](#)'s many wonderful cafés, or explore Islam, Catholic, and Orthodox Christianity at beautiful monasteries and mosques (sometimes found side by side) around Kosovo.

As a place full of lively cafés and wide-ranging restaurants, a thriving outdoor adventure scene, the warmest locals you can imagine, and some of the cheapest prices across a vast region, Kosovo and its neighboring countries deserve the attention not only of the intrepid but of anyone looking to avoid the regular tourist traps.

Across the border from Prizren, one of Albania's best, [Valbona National Park](#) is available. From there, you may choose to take the ferry on the Drini river canyon or hike to Theth National Park, which is another Albanian treasure. From the Koman ferry landing or Theth, you can reach the city of Shkodra on the Shkodra Lake and the beaches of Northern Albania and southern Montenegro on the Adriatic coastline.

2.1.3. Are there any legal or cultural restrictions to attending the conference?

Summer festivals and international events in Kosovo are usually very safe and inclusive towards many groups, such as the LGBTIQ+ community. Women can travel alone and there aren't any specific laws against the LGBTIQ+ community. Nevertheless, there is a level of sexism and homophobia among some, accompanied by verbal harassment.

Kosovo requires visas for citizens of certain countries. You can find more information on which participants will need a visa to come to Kosovo [here](#):

https://www.mfa-ks.net/en/sherbimet_konsullore/504/shtetet-t-cilat-nuk-kane-nevoj-pr-viz/504

We will facilitate distance applications for attendees needing a visa.

2.2. Venue



The conference will be held at [Innovation & Training Park \(ITP\)](#) Prizren.

ITP Prizren is a business park located in a suburb of the city of Prizren. The area of 39 hectares offers a networking atmosphere that builds on collaboration and shared resources. ITP benefits traditional economic sectors by acting as a center for the distribution of innovative technologies.

The buildings in the area include 23 accommodation houses, administrative buildings, maintenance buildings, workshop sheds, a sports facility, recreational facilities such as cafes, and a modern canteen.

Address: Innovation and Training Park (ITP)
Ukë Bytyçi St.
20000 Prizren, Kosovo

[Map location.](#)

Rooms include the main conference hall, second red building conference hall, 10 workshops rooms, front desk, etc..

2.2.1. Available workshop facilities, number of rooms, computers per room, pricing, strategy for providing workshop facilities.

The venue has rooms for workshops which can accommodate around 50 people to work properly (enough space and facilities included). We will also include catering and refreshments during the workshops. We can use the big rooms for the opening and closing plenary of the conference which can accommodate around 800 people. The parallel tracks for presentations during the conference can be held in approximately 10 rooms. One of these rooms can be dedicated to the Academic Track.

2.2.2. Available rooms for additional small business meetings.

The venue has up to three specific rooms that we can use for small business meetings. There are facilities used by other organizations on the ITP campus including Prizren Makerspace, Autostrada Biennale, and ITP Offices.

2.2.3. Accommodations available, location relative to the venue, pricing, Quantity.

There are over 20 hotels in Prizren that can be used for the accommodation of participants. Rooms per night range from 25-60 EUR including breakfast. In addition, guesthouses, B&B, and hostels are available at 12-25 EUR. Innovation and Training Park in Prizren also has accommodation available on campus, with 100 rooms accommodating 1 or 2 persons at 30 EUR per room.

2.2.4. What is the maximum size your venue could entertain? The minimum?

Regarding the size of the venue, this event can be limited only by the physical capabilities of the chosen building. The plenary will be held at the Main Conference Hall at the Innovation Training Park which has a maximum capacity of 600 people - for the parallel tracks, at the Second Conference hall we can accommodate over 350 participants.

Regarding the Gala Dinner, the limit is 1000 participants due to the size of the halls for these events, and for other social nights, we can accommodate up to 500 people while using pubs both outside and inside the venue.

2.2.5. Venue accessibility

Since the venue was formerly built and used as a military camp base, not all of it is infrastructurally accessible for individuals using wheelchairs or people with vision problems, nevertheless, ITP is working on making it more accessible. The Main Conference Room is on the ground floor and is accessible to everyone. Additionally, workshop and parallel session rooms are also accessible to everyone. Because of their own needs, the Innovation and Training Park Prizren is working on fixing these issues this year.

3. The hosting organization and local community

3.1. Supporting local organizations

We have discussed the idea with the organizations below. Details will be discussed further during the year and letters of agreement signed. Letters of support are presented in Annex C.

Partner	Means of contribution	Location
Innovation and Training Park, Prizren	Hosting, facilities	Prizren
GIZ	Funding	Prishtina
Government of Kosovo	Funding	Prishtina
Kosovo Cadastral Agency	Programming	Prishtina
Kosovo Agency of Statistics	Programming	Prishtina
Kosovo Spatial Planning Institute	Programming	Prishtina
University of Prishtina (Departments of Architecture, Geography, and Geodesy)	Programming, outreach, volunteers	Prishtina
Ipko Foundation	Funding, outreach	Prishtina
Space Syntaks	Volunteers, outreach	Prishtina
Open Labs Albania	Volunteers, outreach	Tirana, AL

Partner	Means of contribution	Location
Municipality of Prizren	Funding	Prizren
Autostrada Biennale	Programming, facilities, logistics	Prizren
Makerspace Prizren	Facilities, logistics	Prizren
Lumbardhi Foundation	Programming, facilities	Prizren
Open Spatial Information Network (OpS - IN)	Organizing	Prizren

Other organizations in the region will also be involved.

3.2. How do you plan to manage/organize work and relations with OSGeo?

The Conference Chair is a longstanding member of the FOSS4G and Geospatial community, participating in FOSS4G events. The team will use this experience to involve OSGeo from the beginning of the stages of organizing. Due to our experience with OSGeo, we don't expect any problems in working smoothly with the team for a successful conference. However, to ensure that all decision-making is made together with the local and international team, we will have weekly meetings starting early before the conference so OSGeo is involved in every process. One member of the OSGeo Board will also be invited to participate in meetings of the Local Organizing Committee. All changes will be communicated and agreed upon with the OSGeo Board of Directors. FLOSSK will also send continuous status and progress reports. Regular updates will be sent on the OSGeo Conference mailing list.

3.3. Local organizing committee

FLOSSK has a long experience in organizing conferences, starting with Software Freedom Kosova in 2009. [Software Freedom Kosova](#) is an annual international conference held in Kosovo organized to promote Free/Libre and open-source software, free culture, and an open society. Every year, SFK brings together developers and software users, artists, entrepreneurs, and leaders to collaborate, learn and share common interests in the field of open technology through a combination of lectures, training, and workshops.

FLOSSK has also organized the [State of the Map Southeastern Europe](#) 2019 conference. State of the Map Southeastern Europe was a three-day conference held at the Innovation and Training Park in Prizren which brought together stakeholders in the OpenStreetMap and Geographic Information Systems (GIS) ecosystem. Around 150 mappers, software developers, academicians, NGOs, business leaders, and users of OpenStreetMap from the US and Europe came together to create opportunities for knowledge exchange, networking, and partnerships.



The conference chair will be Besfort Guri, a FLOSSK member since 2009 as well as the Member of the Executive Board at FLOSSK. Besfort leads OSGeo and OSM local chapters in Kosovo. Besfort was part of the organizing team of different conferences such as Software Freedom Kosova for several years, as well as State of the Map Southeast Europe in 2019. He is in the FOSS4G 2022 organizing committee, as well as in the canceled FOSS4G 2021 Europe. He runs a small company focused on Geographical Information System and Web Development.

Arianit Dobroshti is President of the Executive Board at FLOSSK. He's been with FLOSSK since 2009 involved in the organization of numerous annual Software Freedom Kosova conferences. Arianit is a Member of the Board at Wikimedians of Albanian Language User Group and an OpenStreetMap contributor since 2009. He engages in FLOSS public policy formation in Kosovo.



Enkelena Haxhiu is an embedded systems software engineer at [Solaborate](#), working on the Linux Kernel. Enkelena is the DebConf22 lead organizer. She is a FOSS enthusiast and a Board member at FLOSSK. She studies Computed Automation and Robotics at the University of Prishtina.

Valmir Mustafa works as a project manager at FLOSSK, He's been widely engaged in designing projects, funding, and starting up companies and institutions. Since 2010, Valmir has been highly involved in organizing local and international conferences such as Software Freedom Kosova, State of the Map Southeast Europe, and now is part of the local DebConf22 organizing team.



Edonis Hashani is a Project Assistant at FLOSSK. He studied Computer Science and works on projects on cyberspace, digitalization, and the impact of technology on our lifestyles. He has experience in program development and management with non-governmental organizations.

Era Hamiti is Project Writer & Communication Specialist at FLOSSK. She has been engaged in writing proposals for projects related to OSGeo as well as OSM. She is currently finishing her Master's degree in Psychology.



Qendresa Kastrati is Finance Manager at FLOSSK with over 8 years of experience in finance, accounting, procurement, and administration of NGOs, corporations, and medium and individual businesses. She has managed budgets up to 5 million EUR. She has a bachelor degree in finance and management and now she is continuing her MBA studies.

Sidorela has a degree in Software Engineering. Currently works as a QA Engineer and Website developer. She is a member of Open Labs Hackerspace in Albania and contributor on various open source projects like OpenStreetMap, Wikimedia and LibreOffice. Co-organizer of Open Source Conference Albania (OSCAL) for 2018, 2019, 2022 editions. Sidorela is part of the State of the Map Program Committee and has participated in various events with presentations about OSM.



Gresa Neziri is a young researcher, with a background in architecture and a specialization in urban planning and management. She focuses on analyzing human behavior by tracing its spatial patterns. Equipped with Geo-Information Science and Earth Observation techniques as tools to analyze intra-urban socio-spatial patterns and design sustainable just cities. Gresa is the Executive Director and co-founder of SpaceSyntaKs, a research institute, based in Prishtina, whose main work consists of conducting human-centered research to deepen the understanding of the relation of urban phenomena with their socio-economic conditions. Gresa has been actively involved for more than five years in spatial planning documents in Kosovo, focusing on housing and settlement development.

Raymond Nijssen works as a freelance open source GIS consultant. He is an active member of the QGIS community and chair of the Dutch QGIS user group. He has attended FOSS4G conferences since Barcelona (2010) and participated in organizing FOSS4G events in The Netherlands.





Lucas De Oto graduated as a geographer and lecturer in geography from the University of El Salvador in Buenos Aires, Argentina. He received his MSc degree in Geo-Information for Natural Resources Management at ITC, University of Twente, The Netherlands. In Argentina, he worked both as a consultant geographer and GIS specialist for various ministries and other governmental agencies, notably the National Institute of Geography and the National Institute of Statistics and Censuses. He also collaborated as an adjunct researcher with the National Scientific and Technical

Research Council (CONICET) and the Pedagogical University of Buenos Aires (UNIPE). In 2017 he joined the University of Twente where he teaches and coordinates different modules of the master's program and other courses at the Faculty of Geo-information Science and Earth Observation (ITC). He also collaborates in the development of didactic material, organization, and delivery of international trainings as part of capacity development efforts of the faculty. His current research focuses on the use of machine learning for geographical regionalization purposes.

Jonathan Beliën is a developer with 20 years of experience in web development and Geographic Information Systems (GIS). He supports the open-source movement by using, developing, and promoting open-source solutions and open-data in the organization he works for but also by being a member of the boards of OpenStreetMap Belgium and Open Knowledge Belgium.



Nysret Gashi has long experience with intercultural teams in the region and East Africa. He has worked with people from different backgrounds in partnership and in teams to successfully implement various projects on land management, cadastre and geodesy, LIS, GIS, on digitizing and vectorizing cadastral maps, topo maps, land use maps and other thematic maps.

3.4. Local open source development and implementation activity, interest and enthusiasm for open source geospatial in your region

FLOSSK has been working with and for the open-source community since 2009 and has gathered a large number of enthusiasts who follow FLOSSK activities to this day. Lately, FLOSSK has held OpenStreetMap meetups where fellow enthusiasts shared their experiences and developed their network. These meetings bring together enthusiasts, users, and developers interested in the technical and social aspects of geospatial maps and projects. The events are held within a social environment focused on the exchange of projects by their creators and the main goal is to develop the diverse, innovative and inspiring geospatial community of OpenStreetMap Kosovo and OSGeo Kosovo.

4. COVID-19 considerations

4.1. Provide a backup plan to organize FOSS4G2022 as a virtual event or as a hybrid one.

As an experienced conference organizer, FLOSSK has hosted physical, hybrid, and virtual events. While virtual events sometimes lack the ease of socialization, we have managed to keep a large number of audience even on hybrid or virtual events and conferences. Virtual events can also reach a large number of participants as well as give the space for experimentation of new formats of interaction.

In case of a virtual or hybrid event, FLOSSK will take into consideration selecting the right content for the digital format, ensure the process of communication goes smoothly and without any problems, design or select the most appropriate digital platform focusing on the user experience, including virtual exhibitions, etc.

We do not believe that there will be a need for a fully virtual event. In the case of a hybrid event with a limited number of physical participants, the venue is well suited for it as it has numerous rooms. In that case, we will use technology (cameras and projectors) to create joint spaces and to be able to stream online.

4.2. Indicate a milestone (number of months before the event) when a decision regarding the type of event should be publicly announced (physical/virtual/hybrid).

The decision to modify the event into a virtual or hybrid format should be made 6 months before.

4.3. Assess the financial and organizational impact of going with a virtual/hybrid event instead a traditional one

The financial strategy will be based on a reduced budget in case travel restrictions will be in effect limiting the number of participants.

4.4. Strategies to encourage behaviors that reduce the spread of COVID-19 among staff and attendees

Our COVID-19 safety plans include communication to participants, hand washing, and putting masks in case it is required by the government, as well as rapid testing. We will make sure that

participants follow COVID-19 best practices in force at the time. We believe that the restrictions for protection against COVID-19 will be much lower during the time of the conference. Nevertheless, if there will be a physical conference we will make sure to advise the staff and attendees to test for COVID-19 before the event or provide rapid antigen tests for them.

Before the conference, we will include messages on promotional materials with behaviors that can prevent the spread of COVID-19 and will post warnings in visible locations at the venue. To keep the place clean on all days of the conference, we will develop a schedule for routine cleaning and disinfection of venues and objects used by staff and participants as well as conduct daily health checks.

5. The budget.

5.1. What is your budget? Expenses for venue, food, marketing, audio-visual, network access, video streaming and/or recording etc.

The budget simulations was done using 3 attendee size scenarios:

- 400 participants (base)
- 600 participants (mid-point)
- 800 participants (goal)

Revenue/Expenses	Base 400 participants	Mid-point 600 participants	Goal 800 participants
Registration (conference and workshop registration, incl. discounts and complementary)	139,952 €	206,928 €	273.904 €
Sponsorship	54,300 €	54,300 €	54,300 €
Total Revenue	194,252 €	261,228 €	328,204 €
On-site expenses	66,000 €	69,000 €	72,000 €
Food & Beverages	52,800 €	79,200 €	105,600 €
Marketing	11,600 €	14,000 €	16,400 €

Contingency	6,597 €	8,207 €	9,817 €
VAT 18%	24,937 €	31,023 €	37,109 €
Administrative	28,540 €	29,942 €	31,343 €
Total Expenses	190.473 €	231,371 €	272,270 €
Outcome FOSS4G 2023	3,985 €	29,857 €	55,934 €

Based on this model, the potential surplus amounts are as follows:

- Base model: 3,985 EUR
- Mid-point: 29,857 EUR
- Goal: 55,934 EUR

The full budget planning is available in Annex 1.

All the prices are based on actual offers from main providers and allow for some inflation currently being experienced.

5.2. What is your expected attendance? Why? Where do you think delegates will come from?

The main venue, Innovation and Training Park in Prizren can host up to 800 participants. We expect participants from all over the world. Kosovo is very well connected by air and road with the other parts of Southeast Europe and Europe in general, as well as the other parts of the world.

A 50% discount will be provided for students and participants from low or lower-middle countries (up to 100 participants).

Our plan to increase the number of participants consists of:

- Professional promotion;
- Outreach in the region;
- Direct discussions with local industry and IT businesses in Kosovo;
- Dissemination through FLOSSK channels: mailing lists, followers on social media, website, etc.
- Free daily passes to volunteers of the conference.

All the classical channels will be used to reach the traditional FOSS4G participants. We will also communicate with our partners to gather as many participants as possible. Like in previous editions, a travel grant will be offered. We also aim to be publicly active in sharing stories from participants of the conference and show how important such an event can be, especially for students.

5.3. What is your expected sponsorship? Why? Do you have local potential sponsors already identified? At what levels?

FOSS4G 2023 will use similar levels of sponsorship fees and benefits like other FOSS4G conferences:

- Diamond Sponsorship (25 000€) [Limited to 1] 6 free registrations; Named meal; Logo on tee shirt; Largest booth
- Platinum Sponsorship (18 000€) 4 free registrations; Named meal; Large booth
- Gold Sponsorship (11,000€) 3 free registrations; Large booth
- Silver Sponsorship (6 000€) 2 free registrations; Standard booth
- Bronze Sponsorship (2,500€) 1 free registration; Table top display
- Supporting Sponsorship (1000€) 1 free registration; No booth

Possible sponsorship could come from 14 companies and public institutions with which FLOSSK has discussed and let them know of our application.

5.4. Delegate fees for the conference, workshop and any social activities not included in the main conference fee.

Registration fees include scientific sessions, conference kit, food & beverage services (2 coffee breaks per day for Conference and Workshops, 1 lunch per day per Conference and 1 light coffee break for Code Sprint), Gala Dinner and Ice Breaker Event.

Type	Fee
General Sessions Registration	
Early	320 €
Regular / On site	430 €
Free (Invited Speakers, LOC, FOSS4G Board)	0 €
Workshops	
Early	25 €

Regular / On Site	35 €
Social Events	
Gala Dinner	0 €
Ice Breaker	0 €
Welcome Party	0 €

5.5. You should include details of any grants or subsidized rates that you will offer which will be funded from within your budget

The Travel Grant of 10,000 EUR will be available for participants from all over the world. Other grants will be dedicated to students and volunteers for at least 50% of the cost of the conference and for the accommodation which will be made available at low prices by the university.

5.6. Estimate of any seed funding and/or guarantee required

FLOSSK is requesting seed funding of 40,000 EUR: we would need at least 15.000 € by the end of July, 15.000€ in January and the last tranche in March 2023. In addition to 40.000 € as seed funding, we are requesting OSGeo an additional guarantee against losses of 15.000 € making a total exposure of up to 55.000 € for OSGeo.

5.7. The level of surplus forecast at different levels of attendance and the proportion that will be donated to OSGeo

FLOSSK will give 70% of FOSS4G 2023 Conference surplus back to OSGeo.

Description	Base - 400 participants	Mid-point - 600 participants	Goal - 800 participants
Surplus FOSS4G 2023	3,779 €	29,857 €	55,934 €
70% OSGeo for Seed Funding	2,659 €	20,899 €	39,153 €

5.8. Present your solutions to avoid financial losses in case of unforeseen situations

No cancellation fees will be incurred if we notify 6 months in advance. We believe there will not be any local cancellation costs up to 3 months in advance.

6. The program

6.1. Provide a high-level view of the program, indicating number of tracks, size of tracks, workshops, size of workshops, and other features of your program. Indicate the number of presentations, posters, and workshops you expect to accept.

The program will be similar to the pattern of the standard FOSS4G conference. The first two days, Monday and Tuesday will be dedicated to workshops followed by three days of the main conference and the code sprint during the weekend. A daily breakdown of the draft programme is presented in Annex B. We will also be including a B2B meeting on the evening of the second day, the welcome party on the third day, and the gala dinner on the fourth day.

As for the two days of workshops, there will be two sessions of workshops on both days, with 4 hours per session. The three days of presentations will have three parallel sessions each, which will last around 1.5 hours. We will be having two opening plenary sessions on the first two days and a closing plenary session on the last day of presentations. There will also be two poster sessions during these days, as well as a morning run on the fourth day of the conference.

Plenary sessions are foreseen to last around 1.5-2.5 hours and will include important keynotes by FOSS4G community members and guests, lightning talks, and moderated sessions. The selection of the presentations during the main conference will be a mix of community voting and program committee evaluation. The poster presentations session will include authors willing to present their papers as a poster. As usual in FOSS4G conferences, the Code Sprint will take place on Sunday.

Mon 26 June	Tue 27 June	Wed 28 June	Thu 29 June	Fri 30 June	Sat 1 July
Workshops 1	Workshops 2	Main Conference			Code Sprint
	B2B Meeting	Welcome Party	Gala Dinner		
Pub Race					

6.2. What social events will be part of the schedule?

As described in Part 1, the Gala Dinner and Ice Breaker are the social events included in the registration fee. The Pub Race will also happen during all days of the conference.

6.3. What dates do you expect to run the conference? Are they adjustable?

The team has proposed to host the conference from June 26 to July 1, 2023. Considerations for these dates included best timing for flight ticket prices, venue availability, moderate summer temperatures, etc. We are open to slight adjustments.

6.4. Provide a list of local/regional/international conferences around the selected date that are viewed as competition or collaboration

FLOSSK will also be bidding to host the State of the Map 2023 conference and the HOT Summit 2023 around FOSS4G 2023, to take advantage of overlap in topics of interest and community members.

Other

Other relevant details (ie. do you plan to use a professional conference organizing service, and approximate cost).

Certain professional services will be used for the conference (catering, audio and video services, design, etc.), however FLOSSK along with the Local Organizing Committee intends to handle the main organizing tasks.

Logo used here is for illustrative purposes only. We will build an attractive visual identity once approved.

Annex A: Budget

Budget

CONSTANTS				USD					
USD Exchange Rate	0.94819984	01 May 2022							
Early Bird Registrations	60%								
Workshop Slots	240								
Local Currency	EUR								
Early Bird Workshops Fee (net of any local sales tax payable)	25.00 €		\$26						
Early Bird Conference Fee (net of any local sales tax payable)	320.00 €		\$337						
Regular Workshops Fee (net of any local sales tax payable)	35.00 €		\$37						
Regular Conference Fee (net of any local sales tax payable)	430.00 €		\$453						
Complimentary Registrations	8%								
SUMMARY				Base		Better		Best	
				Local Currency	USD	Local Currency	USD	Local Currency	USD
Total Attendance				400		600		800	
Paid Attendance				368		552		736	
Total Revenue				194252	\$204,864	261228	\$275,499	328204	\$346,134
Total Expenses				190473	\$200,879	231371	\$244,011	272270	\$287,144
Surplus/Loss				3779	\$3,985	29857	\$31,488	55934	\$58,990
Surplus/Loss per Attendee				9	\$10	50	\$52	70	\$74
REVENUE – REGISTRATION									
Early Bird Workshops	240	25	6000	\$6,328		6000	\$6,328	6000	\$6,328
Early Bird Conference	60%	320	70656	\$74,516		105984	\$111,774	141312	\$149,032
Regular Conference	40%	430	63296	\$66,754		94944	\$100,131	126592	\$133,508
Total Registration			139952	\$147,598		206928	\$218,232	273904	\$288,867
REVENUE – SPONSORS & EXHIBITION									
Sponsors & Exhibitors			54300	\$57,266		54300	\$57,266	54300	\$57,266
Total Sponsorship & Exhibition			54300	\$57,266		54300	\$57,266	54300	\$57,266
REVENUE – TOTAL			194252	\$204,864		261228	\$275,499	328204	\$346,134
EXPENSES – CONFERENCE									
On-site Expenses									
Meeting room rental, security and housekeeping			12000	\$12,656		12000	\$12,656	12000	\$12,656
Workshop computers and equipment	40	100.00	4000	\$4,219		4000	\$4,219	4000	\$4,219
Wireless Internet (for all attendees)			5000	\$5,273		5000	\$5,273	5000	\$5,273
Volunteer appreciation			500	\$527		500	\$527	500	\$527
A/V (projectors, screens, audio, plenary, setup, support)			14000	\$14,765		14000	\$14,765	14000	\$14,765
Signage			2000	\$2,109		2000	\$2,109	2000	\$2,109
Display services for exhibition (booths, chairs, power, tents)	20	250.00	5000	\$5,273		5000	\$5,273	5000	\$5,273
Delegate swags (badges, t-shirts, mugs, tootbags)		15.00	6000	\$6,328		9000	\$9,492	12000	\$12,656
Committee and Speaker Costs									
Invited speakers (travel, lodging, fees)	2	2,500.00	5000	\$5,273		5000	\$5,273	5000	\$5,273
Local committee general expenses	1	2,500.00	2500	\$2,637		2500	\$2,637	2500	\$2,637
Travel Grant programme	1	10,000.00	10000	\$10,546		10000	\$10,546	10000	\$10,546
Marketing Expenses									
Branding (Logo and other printing materials)			3500	\$3,691		3500	\$3,691	3500	\$3,691
Conference web site			3000	\$3,164		3000	\$3,164	3000	\$3,164
Final Program (print)		12.00	4800	\$5,062		7200	\$7,593	9600	\$10,124
Internet advertising			300	\$316		300	\$316	300	\$316
Administrative Expenses									
Long distance, office supplies			500	\$527		500	\$527	500	\$527
Photocopier, photocopies			200	\$211		200	\$211	200	\$211
Bank & credit card fees (Visa & MC)		0.6%	840	\$886		1242	\$1,309	1643	\$1,733
Conference Catering Expenses									
Morning snacks and drinks	4	5.00	8000	\$8,437		12000	\$12,656	16000	\$16,874
Mid-morning drinks	3	3.00	3600	\$3,797		5400	\$5,695	7200	\$7,593
Lunch	4	12.00	19200	\$20,249		28800	\$30,373	38400	\$40,498
Mid-afternoon drinks	3	3.00	3600	\$3,797		5400	\$5,695	7200	\$7,593
Evening reception snacks and drinks	1	20.00	8000	\$8,437		12000	\$12,656	16000	\$16,874
Gala Dinner									
Food and Drink	1	26.00	10400	\$10,968		15600	\$16,452	20800	\$21,936
Total Expenses			131940	\$139,148		164142	\$173,109	196343	\$207,070
EXPENSES – OTHER									
Contingency		0.05	6597	\$6,957		8207	\$8,655	9817	\$10,353
Total Pre-tax Expenses			138537	\$146,105		172349	\$181,764	206161	\$217,423
VAT		18.00%	24937	\$26,299		31023	\$32,718	37109	\$39,136
Total Conference Expenses			163473	\$172,404		203371	\$214,482	243270	\$256,559
EXPENSES – CONFERENCE ORGANIZER									
Fixed organization fee			25000	\$26,366		25000	\$26,366	25000	\$26,366
Per-registrant variable fee		5.00	2000	\$2,109		3000	\$3,164	4000	\$4,219
Percentage of revenue variable fee		0.00%	-00	\$0		-00	\$0	-00	\$0
Total Conference Organizer Expenses			27000	\$28,475		28000	\$29,530	29000	\$30,584
EXPENSES – TOTAL			190473	\$200,879		231371	\$244,011	272270	\$287,144

Annex B: Event Program

	Mon 26 June	Tue 27 June	Wed 28 June		Thu 29 June		Fri 30 June	Sat 1 July		
07:00 - 07:30			Registration		FOSS4G Morning Run					
07:30 - 08:00										
08:00 - 08:30	Registration	Registration			Registration		Registration			
08:30 - 09:00			Opening plenary session		Plenary session		Parallel Sessions	Code Sprint		
09:00 - 09:30	Workshop 1 - 1	Workshop 2 - 1							Coffee Break	Coffee Break
09:30 - 10:00										
10:00 - 10:30			Parallel sessions	Parallel sessions						
10:30 - 11:00					Lunch Break	Lunch Break				
11:00 - 11:30			Lunch Break	Lunch Break						
11:30 - 12:00					Parallel sessions	Parallel sessions				
12:00 - 12:30			Lunch Break	Lunch Break						
12:30 - 13:00					Lunch Break	Lunch Break				
13:00 - 13:30	Workshop 1 - 2	Workshop 2 - 2	Parallel sessions	Parallel sessions						
13:30 - 14:00					Coffee Break	Coffee Break				
14:00 - 14:30			Parallel sessions	Parallel sessions						
14:30 - 15:00					Coffee Break	Parallel sessions				
15:00 - 15:30			Parallel sessions	Parallel sessions						
15:30 - 16:00					Parallel sessions	Parallel sessions				
16:00 - 16:30			Parallel sessions	Parallel sessions						
16:30 - 17:00					Parallel sessions	Parallel sessions				
17:00 - 17:30	Parallel sessions	Parallel sessions								
17:30 - 18:00			Parallel sessions	Parallel sessions						
18:00 - 18:30										
18:30 - 19:00		B2B Meeting	Ice Breaker							
19:00 - 19:30										
19:30 - 20:00										
20:00 - 20:30										
20:30 - 21:00										
21:00- 21:30										
21:30 - 22:00										
22:00 - 22:30										
22:30 - 23:00										
23:00 - 23:30										
23:30 - 00:00										

Annex C: Letters of Support



Date: 27.04.2022

To: Besfort Guri

Organization: Free Libre Open Source Software Kosova (FLOSSK)

Subject: Letter of support for Prizren FOSS4G2023 LOC

Dear Mr. Guri,

On behalf of ITP Prizren, I'm pleased to confirm to you that we are available to support the Kosovo Local Organizing Committee bid to host Free and Open Source Software for Geospatial conference in 2023 in our venues.

ITP Prizren offers an environment that fosters collaborations between innovation activities, research and development stakeholders, training and educational institutions, and start-ups and maker spaces.

We remain at your disposal for any other information you would require at this stage and hope that we will have the pleasure of collaborating with FLOSSK on hosting the FOSS4G2023 on our venues.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Muhamed Rexhepi', written over a horizontal line.

Muhamed Rexhepi
Authorized Representative
Innovation and Training Park

Date: 27.04.2022

To: Besfort Guri

Organization: Free Libre Open Source Software Kosova (FLOSSK)

Subject: Letter of support for Prizren FOSS4G2023 LOC

Dear Mr. Guri,

On behalf of Autostrada Biennale, I'm pleased to confirm to you that we are available to support the Kosovo Local Organizing Committee bid to host Free and Open Source Software for Geospatial conference in 2023.

Autostrada Biennale was established by two artists and a pedagogue in 2014. As the only contemporary art institution in Prizren, Kosovo, it functions on two speeds: one is a physical exhibition taking place in public space every two years, the second is a long-term educational center in the former KFOR camp, where the exhibition preparation process is open to the public, making creation of the artworks a form of learning and critical thinking.

Autostrada Biennale looks forward to welcoming and collaborating in the FOSS4G Conference at Prizren in 2023.

Yours sincerely,

The block contains a handwritten signature in blue ink to the left of a circular logo. The logo is also in blue and features a stylized mountain or 'A' shape in the center. The text 'AUTOSTRADA BIENNALE' is written in a circle around the center, with 'INTERNATIONAL CONTEMPORARY ART BIENNALE' written in a smaller circle inside the outer one.

Date: 27.04.2022

To: Besfort Guri

Organization: **Free Libre Open Source Software Kosova (FLOSSK)**

Subject: **Letter of support for Prizren FOSS4G2023 LOC**

From: **Earth Observation Institute -EOI**

Dear Mr. Guri,

On behalf of EOI, I'm pleased to confirm to you that we are available to support the Kosovo Local Organizing Committee bid to host Free and Open Source Software for Geospatial conference in 2023.

Earth Observation Institute is a research center established to serve as non for profit organization providing services in line with Earth Observations for Sustainable Development Goals (EO4SDG), an international initiative from the Group on Earth Observations, playing a key role to advance global knowledge about effective ways that Earth observations and geospatial information can support the SDGs.

We remain at your disposal for any other information you would require at this stage and hope that we will have the pleasure of collaborating with FLOSSK on hosting the FOSS4G2023.

Yours sincerely



Dr. Perparim Ahmeti

Date: 27.04.2022

To: Besfort Guri

Organization: Free Libre Open Source Software Kosova (FLOSSK)

Subject: Letter of support for Prizren FOSS4G2023 LOC

Dear Mr. Guri,

On behalf of the Lumbardhi Foundation, I'm pleased to express our support to the Kosovo Local Organizing Committee bid to host Free and Open Source Software for Geospatial conference in 2023.

Lumbardhi is engaged to create sustainable conditions for culture as a critical tool for a democratic public sphere. Through its programs, it aims to create civic spaces for research, experimentation and collective learning. In our efforts to fulfill this mission, FLOSSK has been a key partner in shaping a value-driven, open and collaborative culture in Kosovo, while supporting the digitisation efforts, knowledge exchange and production and open-source community-building initiatives in Prizren. We are committed to help FLOSSK in any way possible for the hosting of the conference, as well as collaborate at different degrees to enhance knowledge about and use of open source technologies and practices in the development trajectories of our city.

We remain at your disposal for any other information you would require at this stage and hope that we will have the pleasure of collaborating with FLOSSK on this important endeavor.

Yours sincerely,

Ares Shporta

Ares Shporta, Executive Director
ares@lumbardhi.org

Date: 27.04.2022

To: Besfort Guri

Organization: Free Libre Open Source Software Kosova (FLOSSK)

Subject: Letter of support for Prizren FOSS4G2023 LOC

Dear Mr. Guri,

On behalf of Open Labs Albania, I'm pleased to confirm to you that we are available to support the Kosovo Local Organizing Committee bid to host Free and Open Source Software for Geospatial conference in 2023.

Open Labs is a community which promotes free and open source technologies, open data, open technological standards, online privacy and powering public domain and alternative licenses of creative works such as Creative Commons

We remain at your disposal for any other information you would require at this stage and hope that we will have the pleasure of collaborating with FLOSSK on this important endeavor.

Yours sincerely,

Nafie Shehu

Open Labs Board President

DocuSigned by:

9573D7A9F5F248D...

Date: 27.04.2022

To: Besfort Guri

Organization: Free Libre Open Source Software Kosova (FLOSSK)

Subject: Letter of support for Prizren FOSS4G2023 LOC



Dear Mr. Guri,

On behalf of Space SyntaKs, I'm pleased to confirm to you that we are available to support the Kosovo Local Organizing Committee bid to host Free and Open Source Software for Geospatial conference in 2023.

Space SyntaKs is a research Institute, based in Prishtina, whose main work consists of conducting human centered research to deepen the understanding of the relation of urban phenomena with their socio-economic conditions.

We remain at your disposal for any other information you would require at this stage and hope that we will have the pleasure of collaborating with FLOSSK on this important endeavor.

Yours sincerely,

GRESA NEZIRI 




MAKERSPACE INNOVATION CENTER - PRIZREN

LETTER OF SUPPORT FOR PRIZREN FOSS4G2023 LOC

Date: 27.04.2022

To: Mr. Besfort Guri
Organization: Free Libre Open Source Software Kosova (FLOSSK)
Subject: Letter of support for Prizren FOSS4G2023 LOC

Dear Mr. Guri,

On behalf of Makerspace Prizren, I'm pleased to confirm to you that we are available to support the Kosovo Local Organizing Committee bid to host Free and Open Source Software for Geospatial conference in 2023.

Makerspace Innovation Center Prizren is an innovation center founded in 2017 and is based in Innovation Training Park in Prizren, aiming to develop and promote digital ecosystem in the area of Prizren by interconnecting science and education with the industrial and business sector, mainly focusing on modern job creation in the various fields of information and communication technology (ICT).

We remain at your disposal for any other information you would require at this stage and hope that we will have the pleasure of collaborating with FLOSSK on this important endeavor.

Sincerely,

Enis Qafëleshi
Executive Director
Makerspace Innovation Center Prizren





UNIVERSITETI I PRISHTINËS
"HASAN PRISHTINA"
UNIVERSITY OF PRISTINA
FAKULTETI I NDËRTIMTARISË – CIVIL ENGINEERING FACULTY
Rr. Agim Ramadani, ndërtesa e "Fakultetit Teknik", 10000 Prishtinë, Kosovë
Tel: +381-38-548 644 URL: <http://www.fn.uni-pr.edu> Mail: fn@uni-pr.edu

Date: 27.04.2022

To: Besfort Guri

Organization: Free Libre Open Source Software Kosova (FLOSSK)

Subject: Letter of support for Prizren FOSS4G2023 LOC

Dear Mr. Guri,

On behalf of The Department of Geodesy at the University of Prishtina, I'm pleased to confirm to you that we are available to support the Kosovo Local Organizing Committee bid to host Free and Open Source Software for Geospatial conference in 2023.

The Department of Geodesy is part of the Faculty of Civil Engineering where study programs are organized at BSc and MSc levels. The program is oriented towards teaching, continuous scientific research and providing a program designed to meet the requirements and needs.

The basis for the development of the study program BSc and MSc Geodesy are the development of society, the creation of the latest scientific knowledge in the field of equipment, in the labor market, as well as professional services for market needs. The academic staff of the Department are mainly young, with activities and participation in various international conferences, dedicated to teaching, scientific research and services to local institutions. The Department of Geodesy at the University of Prishtina looks forward to welcoming and the FOSS4G Conference at Prizren in 2023.

Yours sincerely,

Prof. Ass. Dr. Ymer Kuka, Vice Dean

Date: 29.04.2022

To: Besfort Guri

Organization: Free Libre Open Source Software Kosova (FLOSSK)

Subject: Letter of support for Prizren FOSS4G2023 LOC

Dear Mr. Guri,

On behalf of the Department of Geography, Faculty of Mathematical and Natural Sciences, at the University of Prishtina, I'm pleased to confirm to you that we are available to support the Kosovo Local Organizing Committee bid to host Free and Open Source Software for Geospatial conference in 2023.

The Department of Geography at the University of Prishtina looks forward to welcoming and collaborating in the FOSS4G Conference at Prizren in 2023.

Yours sincerely,

Ferat Krasniqi,
Secretary of the Geography Department,
e-mail:ferat.krasniqi@uni-pr.edu,
mob: 00383 44 965712,



REPUBLIKA E KOSOVES-REPUBLIKA KOSOVA	
AGJENCIA KADASTRALE E KOSOVES-KOSOVSKA KATASTARSKA AGENCIJA	
Nr./Br.	01/ 602/22
Nr./Iq./Br.sty.	
Data/Datum:	29-4-2022
PRISHTINE-PRISTINA	

Date: 29.04.2022

To: Besfort Guri

Organization: Free Libre Open Source Software Kosova (FLOSSK)

Subject: Letter of support for Prizren FOSS4G2023 LOC

Dear Mr. Guri,

On behalf of the Kosovo Cadastral Agency, I'm pleased to confirm to you that we are available to support the Kosovo Local Organizing Committee bid to host Free and Open Source Software for Geospatial conference in 2023.

Kosovo Cadastral Agency as part of the Ministry of Environment and Spatial Planning, is the highest authority of Cadaster, Geodesy, and Cartography in Kosovo.

Prizren is a vibrant city with an excellent reputation in hosting international conferences and festivals. Kosovo Cadastral Agency looks forward to welcoming the FOSS4G Conference and its well renowned community to Prizren in 2023.

Yours sincerely,

Mrs. Afërdita Thaçi
Acting CEO
KCA

