

# CNCF Project + Co-located Events | 2024

## **CNCF Project + Co-located Event Offerings**

This deck provides an overview of the 2024 CNCF Project + Co-located Events proposal process and guidelines. These guidelines have been carefully crafted to meet the needs of our growing project community. CNCF underwrites all approved events, and reserves the right to make changes or adjustments.

For additional details, please check the current KubeCon + CloudNativeCon website or <a href="https://www.cncf.io/events/">https://www.cncf.io/events/</a>. If you still have questions, please contact us at <a href="mailto:cncfcolocatedevents@linuxfoundation.org">cncfcolocatedevents@linuxfoundation.org</a>.

Ready to submit your proposal? Please click here to submit.



# **CNCF Project Event Eligibility**

Event	TAGs	Graduated	Incubating	SIGs	Sandbox
CNCF-hosted Co-located Events KubeCon + CloudNativeCon & Open Source Summit Events	V	V	V		
Stand-Alone Events		V			
Virtual Only Events	V	V	V	V	V



## **In-Person Co-located Event Parameters**

#### Requirements:

- A graduated or incubating project or TAG
- Or an event that includes 1 or more projects
- Or a relevant Cloud Native topic

Submit proposal form by published deadline, allowing for:

- Infrastructure Build + Support: Website, CFP, Registration, Branding + Design
- Event Financial Oversight: Set Registration Fees,
  Sponsorship Pricing + Budget Oversight
- Operations: Logistics Planning + Management: Room Set, Audio Visual, Safety, etc.
- Content, Speaker + Attendee Management
- Manage Event Sponsors + Deliverables

#### Approval by CNCF Leadership

Approved events will be notified following the published deadlines

Align with in-person co-located event program design and content delivery

Identify a minimum of three potential sponsors:

- Community partners ensure that co-located events are financially sustainable now and in the future
- Sponsor support helps cover event hard costs, aids in consistent attendee registration fees year to year
- Sponsorships provide opportunities for companies to engage as thought-leaders in the community

#### Community involvement:

- Diverse and active Program Committee driving content
- Help shape attendee experience
- Emcee the event



## **Stand Alone In-Person Event Parameters**

#### Requirements:

- A CNCF <u>graduated project</u>
- Be an established co-located event at KubeCon + CloudNativeCon or OpenSourceSummit
- have previously achieved or surpassed co-located event sponsorship and attendance goals

#### Submit proposal form 8 months prior, allowing for:

- Infrastructure Build + Support: Website, CFP, Registration, Branding + Design
- Event Financial Oversight: Set Registration Fees,
  Sponsorship Pricing + Budget Oversight
- Operations: Logistics Planning + Management: Room Set, Audio Visual, Safety, etc.
- Content, Speaker + Attendee Management
- Manage Event Sponsors + Deliverables

# Identify a minimum of five potential sponsors with lead contact information:

- Community partners ensure that co-located events are financially sustainable now and in the future
- Sponsor support helps cover event hard costs, aids in consistent attendee registration fees year to year
- Sponsorships provide opportunities for companies to engage as thought-leaders in the community

#### Community involvement:

- Diverse and active Program Committee driving content
- Help shape attendee experience
- Emcee the event

#### Approval by CNCF Leadership

• Approved events will be notified on a rolling basis.



## **Virtual Event Parameters**

#### Requirements:

- A CNCF Project, TAG or SIG
- Vendor neutral Program Committee (PC)
  - A minimum of (3) organizations represented and (1) project maintainer is required
- Event is complimentary to the community
- Event hosted on the Bevy platform and CFP managed through Sessionize
- Follow CNCF Code of Conduct, participate in Inclusivity training, ensure DEI metrics are achieved

#### Submit proposal form 6 months prior, allowing for:

- Kick-off calls + monthly check-ins with CNCF
  Team, training + support provided
- Build out of event in Bevy platform and CFP in Sessionize

#### Sponsorships are not required

#### Community involvement:

- Diverse and active Program Committee (PC) driving content
- PC is responsible for ensuring community engagement, managing speakers and schedule (CNCF has final approval)
- Help shape attendee experience

#### Approval by CNCF Leadership

Approved events will be notified on a rolling basis.



## **Timelines**

### **Co-located Events Upcoming Deadlines:**

- Monday, October 2 | Proposals due for KubeCon Europe 2024 or Open Source Summit North
  America 2024
- Week of October 16 | KubeCon Europe or Open Source Summit North America 2024 Notifications

### **Stand-Alone Project Event:**

Submit proposal 8 months prior to requested event date

### **Virtual Project Event:**

Submit proposal 6 months prior to requested event date

