

From: [Scholl, Matthew \(Fed\)](#)
To: [Moody, Dustin \(Fed\)](#); [Chen, Lily \(Fed\)](#)
Cc: [Regenscheid, Andrew R. \(Fed\)](#)
Subject: FW: Approval of PQC Standardization Conference Fort Lauderdale, FL April 12-13, 2018 NIST1176
Date: Monday, November 14, 2016 8:55:43 AM
Attachments: [2018_04_12-13 PQC Standardization Conference 2018 Fort Lauderdale, FL NIST1176.pdf](#)

Just an FYI on this for you.

From: "Schwartz, Jami L. (Fed)" <jami.schwartz@nist.gov>
Date: Thursday, November 10, 2016 at 12:04 PM
To: "Kerman, Sara J. (Fed)" <sara.kerman@nist.gov>
Cc: "Scholl, Matthew (Fed)" <matthew.scholl@nist.gov>, "Loar, Susan K. (Fed)" <susan.loar@nist.gov>, "Morgan, Kimberly K. (Fed)" <kimberly.morgan@nist.gov>, "Norris, Mary Lou (Fed)" <marylou.norris@nist.gov>, "Arrisueno, Gladys L (Fed)" <gladys.arrisueno@nist.gov>, "Gray, Sandy Ann (Fed)" <sandy.gray@nist.gov>, confroom <confroom@nist.gov>, "Startsman, Karen M. (Fed)" <karen.startsman@nist.gov>, "Steadman, Myesha C. (Fed)" <myesha.steadman@nist.gov>
Subject: Approval of PQC Standardization Conference Fort Lauderdale, FL April 12-13, 2018 NIST1176

This is to notify you that your following conference has been approved. The total expenses for the conference are estimated at \$2,000.00. NIST's funding for this conference will be \$2,000.00. The NIST OU confirms that they are complying with the Federal Travel Regulations (FTR) directives and executive branch policies on conferences as well as the Federal Acquisition Regulation (FAR) requirements on lodging, food and beverages, per diem reimbursement, and contracting of goods and services; no federal funds are used for unnecessary or inappropriate purposes; conference attendance and expenses are limited to only the levels required to carry out the mission of the conference; and conference attendance and expenses are in compliance with all applicable Appropriations Act language and with the Office and Management and Budget Memorandum 12-12 dated May 11, 2012, and other authorities and guidance.

Original copies are retained with the NIST Conference Program. Attached is a copy for your records. Make certain that actual conference costs are within the pre-approved estimate. Substantial changes in pre-approved scope (date, location) must be brought to the attention of the Conference Program prior to start date of the conference and/or as soon as identified.

If you anticipate to spend or exceed \$20,000 in net conference expenses, please notify the Conference Program. The NIST Conference Program must report all conferences equal or exceeding \$20,000 to the Department of Commerce, Office of Administrative Programs. A request for actuals will be sent to you following your conference.

Please note: if you anticipate to spend or exceed the \$50,000 or \$100,000 threshold, additional pre-approval is required and must be brought to the attention of the Conference Program prior to start date of the conference and/or as soon as identified.

Jami L. Schwartz
Public Affairs Conference Program Division
United States Department of Commerce
National Institute of Standards and Technology (NIST)
100 Bureau Drive, Building 101, Room B116
Gaithersburg, MD 20899-1070
Email: JamiSchwartz@nist.gov
Office: 301-975-8758
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RECEIVED
11/3/16 J.S

NIST SPONSORED OR CO-SPONSORED MEETING APPROVAL

MEETING TITLE PQC Standardization Conference 2018		NAME OF NIST EMPLOYEE RESPONSIBLE FOR ARRANGEMENTS (Please include Telephone, Email & Division) Sara Kerman, x4634, sara@nist.gov, 773.01	
MEETING START DATE 04/12/2018	MEETING END DATE 04/13/2018	FORMAT (e.g. Conference, Workshop, Lecture, etc.) Conference	
MEETING PURPOSE (Include statement of how meeting advances the NIST mission) NIST has initiated a process to develop and standardize one or more additional public-key cryptographic algorithms. To help inform the public, the PQC standardization conference will be held shortly after a call for proposals ends in November 2017 where submitters of each "complete and proper" submission package will be invited to publicly discuss and explain their submitted algorithm. Developing cryptography standards which can resist quantum computing techniques is a high priority task for the NIST cryptography team. NIST's role in post-quantum cryptography standardization has been the leading effort.			
PRIMARY SPONSOR NIST		CO-SPONSOR	
MEETING LOCATION (City, State) Fort Lauderdale, FL		FACILITY NAME Hyatt Pier 66	IS THIS A NON-FEDERAL FACILITY? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
LOCATION JUSTIFICATION (Include cost efficiency and benefits of meeting opposed to teleconference) Meeting will be co-located with the annual PQCrypto Meeting April 9-11, 2018) and is a great opportunity for the NIST team to obtain feedback from the international community as it begins the evaluation phase of the post-quantum cryptography standardization process.			
NUMBER OF DOC ATTENDING 10		CONFERENCE MANAGEMENT <input checked="" type="checkbox"/> Conference Program <input type="checkbox"/> Contractor or transfer to other agency <input type="checkbox"/> Grant	
NUMBER OF NON-DOC FEDERAL ATTENDING 5		LODGING 4,800.00	TRANSPORTATION (e.g. Airfare) 4,912.00
NUMBER OF NON-FEDERAL ATTENDING 115		MI & E 2,048.00	FOOD/MEALS PROVIDED (e.g. Breakfast, Lunch, Dinner)
TOTAL NUMBER ATTENDING 130		REFRESHMENTS/BREAKS	RECEPTIONS (Food and/or Alcohol)
*EXPLANATION OF MISCELLANEOUS COSTS Shipping \$100.00 Service Charges & Taxes \$2,500.00		MEETING SPACE RENTAL 4,000.00	AV SERVICES & EQUIPMENT 7,000.00
		CONFERENCE PLANNER 6,800.00	TRAINER/FACILITATOR/INSTRUCTOR
		PRINTING/DESIGN WORK	GROUND TRANSPORTATION
		REGISTRATION FEES	TOTAL MEETING COSTS 32,160.00
		SUPPLIES & MATERIALS	(-) EXPENSES PAID BY NON-NIST ENTITIES -19,050.00
		MISCELLANEOUS COSTS* 2,600.00	NET MEETING COSTS 13,110.00
TITLE OF FEDERAL EMPLOYEE OR ANY INDIVIDUAL WHOSE TRAVEL AND/OR MEETING EXPENSES WILL BE PAID FOR BY NIST TBD - NIST Staff			
TOTAL NUMBER OF INDIVIDUALS WHOSE TRAVEL AND/OR MEETING EXPENSES WILL BE PAID FOR BY NIST 8			
NET MEETING COSTS			
<input checked="" type="checkbox"/> < \$50,000 Requestor, Sponsoring Division Chief and NIST Conference Program Director		Requestor (Name and Signature) <u>CH 83</u> Date <u>11/3/16</u>	
		Sponsoring Division Chief (Name and Signature) <u>[Signature]</u> Date <u>11/3/16</u>	
		NIST Conference Program Director (Name and Signature) <u>[Signature]</u> Date <u>11/7/16</u>	
<input type="checkbox"/> ≥ \$50,000 NIST OU Director and NIST Chief of Staff must approve		NIST OU Director (Name and Signature) _____ Date _____	
<input type="checkbox"/> ≥ \$75,000 NIST OU Director NIST Associate Director and NIST Chief of Staff must approve		NIST Chief of Staff (Name and Signature) _____ Date _____	
		NIST Associate Director (Name and Signature) _____ Date _____	
<input type="checkbox"/> ≥ \$100,000 NIST OU Director, NIST Associate Director, NIST Chief of Staff, NIST Director must approve		NIST Director (Name and Signature) _____ Date _____	
Department of Commerce Approval Required			
FINANCES			
<input checked="" type="checkbox"/> Conference will be fee supported		Estimated Registration Fee <u>165/85</u> <input type="checkbox"/> Conference will have no fee	