



Humanitarian Activities Committee

IEEE HAC Events – 2018 Call for Proposals

The IEEE Humanitarian Activities Committee (HAC) is tasked with supporting the IEEE Board-endorsed vision of IEEE volunteers around the world carrying out and/or supporting impactful humanitarian activities at the local level.

HAC is currently soliciting proposals to support *Sustainable Development and Humanitarian Technology-oriented events* aligned with this vision. HAC seeks to support relevant events around the world.

Events that address one or more **UN Sustainable Development Goals (SDGs)** in an impactful way will be prioritized for funding - <http://www.un.org/sustainabledevelopment/sustainable-development-goals/>.

Please note: HAC will only support conferences/events/activities that can clearly articulate a firm alignment with the mission of HAC.

Submission Deadlines in 2018:

- ~~March 15~~
- ~~May 15~~
- July 15
- Sept 15, for 2019 events, only if there are remaining funds

Eligibility to apply:

- For IEEE events, HAC will not evaluate funding requests until the event has received official conference approval by IEEE.
- Applications must be accompanied by an email/letter approving submission of this proposal by the General Chair, Program Chair or local Section Chair as appropriate.

Preference will be given to financially supporting conferences/events/activities of the following sort:

1. Sessions/tracks (“Experts by Experience”) where persons from local or international communities, not necessarily engineers, explain how projects can be co-designed to address local community needs, and other social constraints (e.g., economic or political).
2. Plenary talks where the bridge between social/community is effectively made to technical/engineering dimensions to bring about sustainable solutions.
3. Pre/post event educational workshops on sustainable development and humanitarian technology and/or post-emergency humanitarian response, with a focus on needs/resources and their connections to technological solutions.

4. Pre/post event, community engagement events on sustainable development and humanitarian technology and/or post-emergency humanitarian response.
5. Reduced-rate and/or waived registration for students and persons from economically-disadvantaged regions (priority to be given to presenters and contributors).
6. Travel funds, on a cost-share basis, for persons from economically-disadvantaged regions (priority to be given to presenters and contributors).

The following types of activities will NOT be considered for financial support:

- Purely technical conferences/events/activities, with no clearly articulated relevance to sustainable development and humanitarian technology and/or post-emergency humanitarian response
- Conferences/events/activities that do not consider implications or impact of technology, science and/or engineering and have no clearly articulated relevance to sustainable development humanitarian technology and/or post-emergency humanitarian response
- IEEE Distinguished Lecturer Series
- Regular IEEE organizational unit (OU) meetings, such as section, chapter, or committee meetings
- Scholarships to individuals
- Participation of individual(s)/team(s) at competitions or awards

IMPORTANT NOTES:

- Proposals can request support for sustainable development and humanitarian technology event related activities. Proposals requesting support for non-event related activities including projects or seed funding for startups will not be evaluated.
- Proposals may request funding support of **up to US\$15,000. Total budget and line items MUST be listed in US Dollars.**
- The proposed budget for all event activities for which support is being requested should be clear, granular and justified. Please describe other sources of sponsorship for the event as appropriate.
- Proposals which do not provide a budget and requested supporting information will not be evaluated.
- Please ensure only one proposal is submitted for the same event.

Proposal evaluation criteria:

- How does the event enable the development of, or showcase activities of IEEE local volunteers carrying out impactful sustainable development and humanitarian technology related activities?

The activities to be supported are well-defined, have a clear target audience and performance metrics are appropriate.

- Projected impact of event activities for which support is requested.
- Event team has the necessary experience and track record to successfully execute the event
- Clear, granular and justified budget request for all event activities to be supported

Download the application form at: <http://bit.ly/2ESHaEW>

Please submit your completed form to hac-events@ieee.org

Reporting:

- A summary report on the event with evaluation metrics must be submitted within two months following the event. To provide context, a brief overview of the overall event should be presented, with pictures if possible, and with the report primarily focusing on the perceived impact of those activities supported by HAC.

Questions:

- If you have questions or would like to clarify any issues before submitting your proposal, please contact hac-events@ieee.org for more information.