



IEEE SIGHT Projects – 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 – i.e. “feet on the ground.” IEEE HAC funds the activities of the SIGHT (Special Interest Group on Humanitarian Technology) Program, which is a network of IEEE volunteers around the world that partner with underserved communities and local organisations to address local societal challenges through the exploitation of technology in the sustainable development and humanitarian technology space.

The SIGHT Steering Committee is currently inviting proposals for *Sustainable Development and Humanitarian Activities related projects* aligned with this vision. The committee will review proposals during 2018 and expects to fund **12 - 15 proposals with budgets between \$1000 and US\$19,999.**

Proposals that address one or more **UN Sustainable Development Goals (SDGs)** in a coherent way will be prioritised for funding - <http://www.un.org/sustainabledevelopment/sustainable-development-goals/>. Proposals should take a holistic, community-based approach taking account of relevant environmental, cultural, socio-economic & infrastructural issues and policy priorities.

Proposals must demonstrate consultation with and a clear understanding of the needs of target communities, and demonstrate a needs’ driven approach to strengthening local capacity through technology deployment.

Proposals requesting a larger budget contribution (US\$10,000 – US\$19,999) will be considered on a case by case basis, based on progress achieved with previous related activities.

Term of funding: Up to 12 months following the award date.

Any proposal which requests (i) funding of less than \$500/\$1000 OR more than \$19,999, (ii) is incomplete, (iii) does not have active local community involvement and “Local” IEEE Volunteer involvement or (iv) for which a completed IEEE SIGHT Projects Budget Application Form is not submitted will *not* be reviewed. All proposals must disclose if an identical or similar proposal is currently under evaluation for funding elsewhere.

Deadlines:

- ~~Submission deadline for Call 1 is 31 March 2018~~
- Submission deadline for **Call 2** is **30 June 2018**
- Submission deadline for **Call 3** is **01 September 2018**

Eligibility to apply:

- *IEEE SIGHT Groups in good standing and located in the country or countries where the project is to take place are eligible to submit proposals.* It is possible for an eligible local SIGHT Group applying for funding to collaborate with SIGHT Groups and/or SIGHT members based in another country. This should be justified.
- An IEEE OU (normally local IEEE Section) must act as a fiscal agent for each SIGHT group. IEEE financial requirements for funding disbursements will apply. Funds will not be disbursed to an individual.

Attributes of projects considered:

- IEEE SIGHT provides funding to support local IEEE volunteers identifying community challenges in consultation with local stakeholders and providing solutions locally – i.e. “feet on the ground.”
- Active “Local” IEEE Volunteer involvement means that key IEEE leaders of the project are **currently resident** (living) in the country/countries in which the project is to take place.
- Projects must articulate the need of a local, underserved community and how and why they will benefit.
- Project must have active local community involvement including relevant local stakeholder groups.
- Projects are expected to involve multiple complementary activities, (e.g. community building, technology adaptation, deployment, assessment, and so on). Potential impact must be clearly articulated.
- Opportunity and potential for sustainability is a key focus.
- While projects must have some technology component, leveraging IEEE’s core competencies, these can be applied to any focus area (e.g. Agriculture, Education, Energy, Healthcare, Water and Sanitation, etc).
- If your proposal is primarily or exclusively focused on education, please qualify funding opportunities under EPICS in IEEE (<http://epics.ieee.org>) before engaging with IEEE SIGHT Projects.
- If your proposal is primarily or exclusively focused on solar solutions for off-grid communities, please qualify funding opportunities under IEEE Smart Village (<http://ieee-smart-village.org>) before engaging with IEEE SIGHT Projects. IEEE Smart Village has a strong focus on achieving affordability and sustainability by supporting establishment of locally owned entrepreneurial energy businesses.

Projects NOT considered:

- Projects which do not clearly articulate meaningful community involvement.
- Projects that are *primarily research or commercial in nature* or are *not focused on addressing local needs*.
- Projects that are focused solely on the development of technology for arbitrary deployment (i.e. building a better water pump for the developing world).
 - However, projects that involve adaptation, modification and/or enhancement of a specific technology or technologies to address a specific setting may be considered on a case by case basis.
- Projects focused primarily on immediate disaster relief *or* supplying/distributing existing products.
- Projects less than US\$500 OR more than US\$19,999.
- Projects with no clearly articulated plan for sustainability.

Eligible Project Costs

The IEEE SIGHT Projects Sub-committee is interested in supporting volunteer projects taking a sustainable, holistic approach to address identified community challenges, working in partnership with local stakeholders.

As the available SIGHT Projects budget is finite, it necessary to introduce some priorities and constraints in relation to what can and cannot be funded, to maximize the impact of IEEE and non-IEEE volunteer “feet on the ground activities” during and after the funded phase of SIGHT supported projects.

As a result, the SIGHT Projects Sub-committee is prioritizing supporting *direct project costs*, including necessary equipment, materials, supplies, and travel. No volunteer salary will be provided.

Funding work carried out by any non-volunteer would need to be carefully justified. Any associated costs should be clearly explained and not constitute any more than a minor part of the overall budget proposed.

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No indirect costs will be considered for funding, including but not limited to Overhead Rates, F&A, tuition, administration, management, project management, etc.

Questions

It is recommended that you carefully review <http://ieee-sight-toolkit.org/operate/projects/funding/>

Do you have any questions you wish to ask about the potential suitability of your proposal? If in doubt, please contact HAC at sight-projects@ieee.org before developing and submitting your proposal.

Proposal Evaluation Criteria

1. **Alignment with SIGHT funding requirements** in one or more of the three areas described above
2. **Proposed community**
 1. Clear identification of a need by a local underserved community
 2. Evidence of the underserved community's support for and expected engagement in the project
 3. Clear description of expected long-term outcomes for the community
 4. Expected number of people impacted by the project
3. **Project framework**
 1. Credible project plan and clearly defined expected project outputs
 2. Clear description of technology/technologies to be used and how it will be applied in the local context
 3. Awareness of and understanding of similar initiatives (to avoid "re-inventing the wheel")
 4. How will the local community be trained and supported to maintain the solution implemented?
4. **Project budget and timeline**
 1. Clearly defined timeline, with milestones to be achieved
 2. Realistic and well justified budget, including a breakdown of all major items
5. **Project Risk Analysis**
 1. What risks may impact on the potential success of the project, including project completion?
 2. What steps are being taken or will be taken to mitigate these risks?
6. **Sustainability of project outcomes**
 1. Which aspects of the project will continue after SIGHT funding has been consumed?
 2. How will continuation and sustainability of project outcomes be achieved?
 3. Clear description of how the project outputs will contribute to expected long-term outcomes, including empowering the community, improving local conditions etc.
 4. Plan for measuring project outcomes (future proposals by the same team will require a report on previous project outcomes)
7. **Project team and partners**
 1. Relevant experience and/or previous track record of SIGHT/project team applying for funding
 2. Involvement of IEEE and non-IEEE Volunteers
 3. Clear explanation of current and/or proposed partnerships

How to Submit

- Please submit via online portal at <https://www.grantinterface.com/Home/Logon?urlkey=ieeecorporate>

Acceptable time frame to utilise funds

<http://sight.ieee.org/>

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- Funds must be expended within a maximum of 12 months from the grant approval date.
- A report submitted with evaluation metrics within 2 months of the end of the project phase supported.