

2019 IEEE FOUNDATION GRANTS PROGRAM

IEEE Foundation

Project Information

Project Title*

What is the title of your project? (Do not exceed 50 characters, including spaces.)

Character Limit: 50

IEEE Region*

Select the IEEE Region where the project will occur.

Choices

Select IEEE Region

Region 1 - Northeastern U.S.

Region 2 - Eastern U.S.

Region 3 - Southern U.S.

Region 4 - Central U.S.

Region 5 - Southwestern U.S.

Region 6 - Western U.S.

Region 7 - Canada

Region 8 - Africa, Europe, Middle East

Region 9 - Latin America

Region 10 - Asia and Pacific

Grant Number

Grant Number

Character Limit: 100

Accounting Project Code

Character Limit: 20

Name the IEEE Organizational Unit requesting the grant.*

NOTE: Only IEEE Organizational Units are eligible for grants awarded by the IEEE Foundation. Enter the name of the IEEE Organizational Unit that will be responsible for the project and for managing the grant funding, if approved.

Character Limit: 100

Grant Amount Requested*

Enter the amount of the grant you are requesting from the IEEE Foundation (in US dollars). Round up or down to the nearest whole dollar. This MUST match the amount shown on the Project Budget.

Character Limit: 20

Total Project Funding*

Enter the total amount of funding needed to successfully complete this project (in US dollars). Round up or down to the nearest whole dollar. This MUST match the amount shown on the Project Budget.

Character Limit: 20

Project Start Date (DD/MM/YYYY)*

Performance period for funded projects will be limited to no longer than 12 months. For grants approved in 2019, the start date must be after 1 January 2020 and be completed by 31 December 2020.

Character Limit: 10

Project End Date (DD/MM/YYYY)*

Project must be completed by 31 December 2020.

Character Limit: 10

Evaluation by Professional Staff - Step 1

Does this project meet the guidelines for funding by the IEEE Foundation?

Choices

Yes

No

Possible Strategic Initiative

Evaluation by Professional Staff - Step 2

If this project does not meet the guidelines for funding by the IEEE Foundation, provide comments/reasons here.

Character Limit: 1500

Other Project Information

Is this a new project?***Choices**

Yes

No

Ongoing Project

If you answered "No" to the previous question, describe the previous activities and what has been achieved.

Character Limit: 2000

Are you requesting funding from other organizations?*

(Support by others is a positive indicator of the value of the project, but not required.)

Choices

Yes

No

Funding from other organizations.*

If you answered "Yes" to the previous question, list the other organizations, the amount requested from each, and indicate whether the funding is confirmed, received, or pending. If you answered "No", please type "None".

Character Limit: 800

Project Partners*

Are you partnering with any other group or organization on this project?

Choices

Yes

No

Project Partners*

If you answered "Yes" to the previous question, enter the name(s). If you answered "No", please type "None".

Character Limit: 400

Project Budget

Project Budget*

Download the Project Budget form, complete the form and upload.

File Size Limit: 3 MB

Budget Justification*

Explain the need for the items listed as "Expenses" in your Project Budget.

Character Limit: 3000

Project Details

2019 Theme: To Raise Awareness and Understanding of Sustainable Engineering.

Proposals are invited from **IEEE Organizational Units** (*societies, regions, sections, chapters, affinity groups, and student branches*) for projects that promote understanding by the public of sustainable engineering practices.

Sustainable engineering practices are a systematic and comprehensive consideration of the full lifecycle of a product. They include topics such as pollution prevention techniques, design for the

environment, design for potential recyclability in addition to life cycle maintenance. Sustainable engineering practices include green engineering that promotes waste reduction.

Science/Technology

How will the science and/or technology be highlighted and why?

Character Limit: 3000

Project Summary*

Describe your project, including why the project is needed and what will be achieved.

Character Limit: 3000

Describe the target audience.*

Include information about: (i) the number of people that will benefit; (ii) geographic areas; and (iii) educational level, gender, age group, etc. (as applicable).

Character Limit: 1500

How will you provide information to your target audience?*

Character Limit: 1500

How will you assure that the level of the information is appropriate for your audience?*

Character Limit: 1500

How will you encourage the active participation of your target audience?*

Character Limit: 1500

How will you assure that the information is provided in a neutral and balanced manner?*

Character Limit: 1500

How will you assure that you do not advocate a particular action?*

Character Limit: 1500

Project Timeline and Milestones*

Performance period for funded projects is limited to 12 months or less. State the sequence of steps, with projected dates, for the successful completion of your project. Show dates in the format MMMM YYYY (e.g. January 2020)

Character Limit: 3000

Project Evaluation*

How will you determine the effectiveness of the project?

Character Limit: 3000

Ongoing Activity*

Describe any ongoing activity that you expect to occur after the project is completed.

Character Limit: 1000

Project Team

Involvement by IEEE Members*

List the IEEE members participating in this project and a brief description of their involvement.

Character Limit: 1500

Identify the person responsible for managing the project finances (including grant payments and financial reports). Note: This individual should be the financial officer of the IEEE Organizational Unit applying for this grant.

Financial Manager: Title*

Choices

Select One

Mr

Mrs

Ms

Dr

Prof

Financial Manager: First Name*

Character Limit: 50

Financial Manager: Last Name*

Character Limit: 50

Financial Manager: E-mail Address*

Character Limit: 50

Financial Manager: Telephone Number*

Character Limit: 50

Financial Manager: Mailing Address*

Character Limit: 1000

Identify the Project Team

Project Leaders and Team Members cannot be a member or family member of the IEEE Foundation Board of Directors or IEEE Life Members Committee.

Identify the Project Leader for this project.

Project Leader: Title*

Choices

Select One

- Mr
- Mrs
- Ms
- Dr
- Prof

Project Leader: First Name*

Character Limit: 50

Project Leader: Last Name*

Character Limit: 50

Project Leader: Email Address*

Character Limit: 50

Is the Project Leader a member of IEEE?*

Choices

- Yes
- No

Provide a professional biography of the Project Leader.*

Character Limit: 1000

Identify the Second Team Member.

Second Team Member: Title

Choices

Select One

- Mr
- Mrs
- Ms
- Dr
- Prof

Second Team Member: First Name

Character Limit: 50

Second Team Member: Last Name

Character Limit: 50

Is the Second Team Member a member of IEEE?

Choices

- Yes
- No

Provide a professional biography for the Second Team Member.

Character Limit: 1000

Identify the Third Team Member.

Third Team Member: Title

Choices

- Select One
- Mr
- Mrs
- Ms
- Dr
- Prof

Third Team Member: First Name

Character Limit: 50

Third Team Member: Last Name

Character Limit: 50

Is the Third Team Member a member of IEEE?

Choices

- Yes
- No

Provide a professional biography for the Third Team Member.

Character Limit: 1000

Identify the Fourth Team Member.

Fourth Team Member: Title

Choices

- Select One
- Mr
- Mrs
- Ms
- Miss
- Dr
- Prof

Fourth Team Member: First Name*Character Limit: 50***Fourth Team Member: Last Name***Character Limit: 50***Is the Fourth Team Member a member of IEEE?****Choices**

Yes

No

Provide a professional biography for the Fourth Team Member.*Character Limit: 1000*

Declaration, Certification and Authorization

By submitting this Grant Application to the IEEE Foundation, I,

1. Certify that I have read and understood:

- (i) the guidelines for funding
- (ii) payment terms
- (iii) reporting requirements

2. Certify that I have answered ALL required questions, and that all information I have provided is correct to the best of my knowledge. I understand that IEEE Foundation funding may be cancelled if this is not the case.

3. Agree that if I am awarded a grant, I will submit project reports, including financial information, as required.

4. Certify that if awarded the grant, applicant is eligible under local law to receive the grant.

5. Acknowledge and consent to the review of publicly listed affiliations for grant applicant and all identified project team members, including the project leader and finance team member.

First Name**Character Limit: 50***Last Name****Character Limit: 50*

Declaration*

Choices

I Agree

I DO NOT Agree