Complete **all** of the following fields and email to [jera@ieee.org](mailto:jera@ieee.org) and [konradkorkschmitt@ieee.org](mailto:konradkorkschmitt@ieee.org) with subject line “2022 Member Driven Initiative: Your Name”. Completion of the application does not guarantee funding. Any decisions made by the Selection Committee will be final. Additional information may be requested of the applicant.

**Applicant and Project Information**

|  |  |
| --- | --- |
| Applicant Name or Organizational Unit (e.g. Seattle PES Chapter or TEC Student Branch Chapter): |  |
| IEEE Region |  |
| Applicant IEEE number: |  |
| Are you a PES member? (applicant must be a PES member) |  |
| Email address: |  |
| Telephone number: |  |
| Physical Address: |  |
| Project Name: |  |
| Desired Start Date: |  |
| Estimated Completion Date: |  |
| Funding Requested (in US$ equivalent) |  |
| Brief Description of the project (max 50 words) |  |

Provide an overview of the project/initiative you are proposing. Specifically address how, if at all, the project/initiative supports one or more of the Member-Driven Initiatives Funding Priorities. (300 words maximum)

1. Estimated number of PES members impacted by the project.
2. Estimated number of attendees or people impacted by the project.
3. Provide a basic timeline for the execution/implementation of the project/initiative.
4. Describe how the request funds, if awarded, would support the program.
5. Provide a detailed budget of the project. Identify which expense will be covered by the funding, if awarded, or by other entities participating on the project.
6. Describe why you believe you are able to complete the project. For example, have you completed similar previous projects or programs? Does your IEEE volunteer record support your ability to complete the project? Include names and roles of important members of the project team, if applicable. (400 words maximum)

Questions? Contact Julio Romero Aguero ([jera@ieee.org](mailto:jera@ieee.org)) and Konrad Kork Schmitt [konradkorkschmitt@ieee.org](mailto:konradkorkschmitt@ieee.org)

The IEEE Power & Energy Society Governing Board has allocated funding for Member-Driven Initiatives. The funding is available to all PES members, Chapters and Committees. PES Members do not require Chapter approval, but coordination is suggested.

**Funding Priorities**

Applications will be evaluated for funding by the Selection Committee. The Selection Committee will give preference to projects that contain some or all of the following components:

* Fit of the project to the PES Mission
* Number of PES members impacted
* Benefits industry members
* Humanitarian activity
* PES membership recruitment and retention
* Benefits female members and/or increasing female membership in PES
* Public outreach to promote the field of electric power and energy and the PES Mission

The ability of the applicant to execute the proposed project will also be given consideration.

**Terms, Restrictions and Conditions**

* There is no minimum award size. For exceptional projects, awards up to US$2,000 can be made.
* Only initiatives proposed by PES member(s), Chapters or Committees will be considered.
* One project per Chapter or Student Branch Chapter can be approved in each year.
* Funds must be successfully requested and spent in the current year. Requests for multi-year or continuous funding will not be considered.
* Funds will not be distributed for travel to conferences, conferences fees, research, tuition, or indirect costs.
* Compensation for work is not allowed on the projects.
* A report, including financial documentation, list and affiliation of participants and photographic evidence is required within 45 days of project completion.
* A final report is required within 45 days of project completion. Report must include: description of the activity, date of the activity, total number of attendees, information of how the activity was announced, photos from the event, financial documentation with copy of the receipts for the expenses. An article for PES eNews is also required.
* Any images and descriptions of the event will be considered for use in the PES newsletters, promotions and publications.
* Once funds are exhausted, no additional awards will be made through this program within the same call.
* Funding is transferred the fund to local IEEE Section/Chapter bank accounts. Applicants should coordinate and get approval from the appropriate unit treasurer.
* Other restrictions may apply.

**Project Examples**

* Seed funding for a workshop for practicing engineers.
* Support for a chapter meeting featuring industry executives.
* Development of an outreach program to get students at primary schools interested in the field of electric power and energy.
* Funding for a design competition for appropriate lighting technologies.
* Support for an event leading to the creation of a new chapter