EPICS IN IEEE

Thank you for your interest in submitting an EPICS in IEEE Proposal! The below document should help with many of your questions regarding project submission including tutorials on how to use our Grant Management Platform.

The EPICS in IEEE team provides funding, support, mentorship, and visibility for engineering projects in the following four core categories of community improvement; Access and Abilities, Human Services, Environment, and Education. The EPICS in IEEE Committee does a full review of all project applications on a rolling basis and provides feedback to the Project Submitter. Funding allocation typically ranges between $5,000 and $10,000 per project.

Getting Started

Once you have an idea for your service-learning project, the first steps are to establish the following:

- Project Details
- Project Team
- Non-profit partner(s)
- Budget
- Estimated impact

Then you will need to fill out the formal application in the Grant Management Platform. Check out the [full application](#) so that you can see all the required information.

Grant Management Platform- Foundant

Link: https://www.grantinterface.com/Home/Logon?urlkey=ieeeepics

Once you create a sign in account, you are able to submit your proposal through this platform.

Tutorials

- [Video Tutorial 1: Site Access & Account Creation](#) (3 minutes long)
- [Video Tutorial 2: Applying for Funding](#) (5 minutes long)
- [Video Tutorial 3: Your Applicant Dashboard](#) (3 minutes long)
- [Written Tutorial](#)

EPICS in IEEE only accepts project proposals* from current IEEE members.

*Applications for the EPICS in IEEE Environmental Competition, in collaboration with United Engineering Foundation (UEF), do not need to come from IEEE members, but must come from currently-enrolled students in the United States. Preference will be given to applications with at least one student member (including IEEE graduate student members) of IEEE, AIChE, or ASME.

Items to consider as you fill out your application:

As you go through the application, the following are questions the EPICS in IEEE Committee typically look for as they review your proposal. Please use the following questions as a guide while entering your proposal.

1. Does the project address some element of engineering design? Note we do not typically fund research proposals that are focused on problem-identification or data-collection, rather than solution-development.
2. Does the project align well with the needs of the non-profit (NGO)?
3. Will the non-profit organization continue or sustain project implementations once it is completed?
4. How does this project fit within the scope of the EPICS theme?

5. How is the project an example of service learning? Is there a meaningful impact on the participants?
6. How does the budget match the proposed efforts, and are the budget items allowable? EPICS in IEEE typically only funds requests for materials and it does not typically approve requests for stipends, honorariums, maintenance, personal computers, significant capital equipment or machinery, etc.
7. What are the pre and post assessment plans for the project (how will success be measured)?

After Submitting the Application

Once the project is submitted you will receive a confirmation email. The committee will review your application and will respond within 2 months of your submission. Once the committee has reviewed and voted on your application they will respond with the results: Approve, Revise and Resubmit, or Deny. All email communication will be sent through the Foundant system- you may need to login to the system to see the full message.

Still have questions or need any additional assistance? Please reach out to EPICSinieee@ieee.org.