



PURPOSE

ELECTRI International's **Student Passport Initiative** offers NECA Student Chapters meaningful service learning experiences in developing communities **in the United States or abroad**. The initiative promotes the growth of college and university programs that:

- Advance the development of efficient and sustainable energy solutions.
- Cultivate the professional development and personal growth of students.

Each winning NECA Student Chapter Team will work to meet a critical need for new or upgraded electrical service in an underprivileged domestic or international location of its choice.

PROGRAM GOALS

- Encourage construction management and electrical engineering students to take an active role in improving access to electricity **in developing communities inside or outside the United States**.
- Help young adults learn the value of "paying it forward" by taking their time to volunteer for projects that will make a difference in the quality of life for other people.

AWARDS

International Project - The ELECTRI Council will vote to select one international Student Community Service Initiative Project each year. ELECTRI will provide an **award up to \$20,000** solely for the use of team travel to the project site and the supplies required to complete the project.

Domestic Project - The ELECTRI Council will vote to select one domestic Student Community Service Initiative Project each year. ELECTRI will provide an **award up to \$10,000** solely for the use of team travel to the project site and the supplies required to complete the project.

ELECTRI International will provide additional travel support for the faculty advisor and one team member of each finalist team to attend the ELECTRI Council January meeting for the final proposal presentation.

APPLICATION

Each NECA Student Chapter may submit a maximum of two proposals – one for a domestic project and one for an international location. No Student Chapter will be awarded more than one of the two available awards. The proposal must include:

- **Rationale** for the location selected, project details describing the proposed energy systems improvements, timetable, and budget. Each entry must describe the project's feasibility and demonstrate planning steps taken to ensure that the project is viable and essential. Teams are encouraged to show how they intend to enlist additional financial support, in-kind services, and contributed equipment and supplies.
- **Confirmation** from the NECA Student Chapter faculty advisor that the project is the work of the members of the Student Chapter and that the project (if selected) will or will not provide academic credits for each student team member.
- **Endorsement** from one or more of the following: an electrical contractor, utility, manufacturer, distributor, or other organization in the chosen area verifying the feasibility and value of the proposed project.

2019/2020 COMPETITION SCHEDULE

September 11, 2019	RFP delivered to NECA Student Chapter Advisors
November 17, 2019	Submission deadline for PDF proposals (11:59 pm EST)
December 16, 2019	Announcement of finalists
January 24, 2020	Finalist proposal presentations and selection of winning teams at ELECTRI Council meeting in St. Petersburg, FL.
Spring/Summer	Project implementation
October 2020	Presentation of results at ELECTRI Council meeting

PROPOSAL FORMAT & CONTENT

The proposal shall be limited to:

- 1 cover page including:
 - NECA Student Chapter name.
 - Name, email and phone number of Faculty Advisor.
 - Names and e-mail addresses of all team members.
 - Project name and location.
 - Date.
- 5 pages narrative including:
 - Abstract stating the purpose of the project, the rationale for the selected application.
 - Impact statement describing the expected outcomes of the project on (1) the Student Chapter, (2) the University, and (3) the targeted project location/partner. Detailed description of the selected project site and assessment of the need.
 - Description of proposed technical solution and time line from initiation through completion.
 - Plan for documenting project and promotion through social media, images, and/or video.
 - Project budget and description of how they will obtain additional funds and equipment needed to complete the project.
 - Confirmation from the NECA Student Chapter Faculty Advisor that the project is the work of the members of the Student Chapter and that the project (if selected) will or will not provide academic credits for each student team member.

- 5 pages maximum attachments
 - Written endorsements letters and matching funding commitments.
 - Other documentation (e.g. photos).

Submit entries electronically in PDF format only. Use 12 pt Arial or Times New Roman font. Number all pages.

PROPOSAL SUBMISSION

Proposals must be submitted by a NECA Student Chapter Faculty Advisor on behalf of the NECA Student Chapter Team who is responsible for completing the project. Proposals must be submitted electronically to the ELECTRI Office at laura.holmes@electri.org by **November 17, 2019 at 11:59 pm (EST)**.

JURY

ELECTRI International will appoint a jury from among its ELECTRI Council members. The jury will review all entries based on the judging criteria and shortlist two to four projects for final review by the ELECTRI Council at its January meeting.

JUDGING CRITERIA

	Points
Description of the selected project site - Assessment of the need and the potential for long-term relationships between the Chapter and the community	20
Description of energy efficiency solution and time line from initiation through completion	30
Endorsements - written support letter, from NECA Chapters, contractors, utilities, manufacturers and distributors at home or in the chosen project location area (4 points for each endorsement)	20
Project budget and description of how the team will obtain additional funds and equipment needed to complete the project	20
Promotion and documentation plan outlining how the team will communicate plans and results to sponsors and promote long-term sustainability	10
Total Points	100

SHORT-LISTED PROPOSALS

Finalist teams will be notified in writing in December and will be invited to send one student representative and the Student Chapter's faculty advisor to present the proposed Student Community Service Initiative to the ELECTRI Council at its January meeting. Reasonable travel expenses will be reimbursed by ELECTRI International.

PROJECT IMPLEMENTATION

The winning team (one international and one domestic) will work with the ELECTRI Council and other industry partners to acquire contributed materials for the installation.

The selected project must be initiated and completed within one year of the award.

The Student Chapter Team will be asked to provide progress reports and a final report of the team's efforts. Photographs and/or a video presentation are encouraged to support the cultivation of sponsors for future projects.

CONTACT & INFORMATION

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