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| PROPOSAL | | |
| Before Completing the proposal, please make sure to read all the [Terms of References](https://yp.ieeer10.org/ieee-r10-young-professionals-upskill/) | | |
| **Project Lead Details** | | |
| Full Name |  | |
| Email |  | |
| Contact Number |  | |
| Affiliation |  | |
| IEEE Membership Number |  | |
| Membership Grade |  | |
| IEEE Volunteer Position(s) |  | |
| IEEE Section/Council |  | |
| Mode of Activity | ☐ Face-to-Face  ☐ Hybrid  ☐ Virtual | |
| **Executive Summary**  (200 words maximum) | | |
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| **The reason for your appeal, demonstrating how the project will address your affinity Group’s/Council's needs and highlight the importance of conducting the project in your Section/Council**.  (200 words maximum) | | |
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| **Program** | | |
| **Please select the tracks to be delivered in the program:**  ☐ Code of Ethics for Engineers  ☐ Leadership and Entrepreneurship  ☐ Soft Skills  ☐ Sustainable Development  ☐ Engineer in Society  ☐ Basic Management for Engineers  **Please indicate any other additional tracks that will be included in the program:**  **Proposed timeline:**  Program Planning:  Approaching additional sponsors and partners:  Team recruitment:  Speaker Invitations:  Marketing:  Finalizing Program:  Activity/event dates:  Post-event reporting/tasks:  ***\* Please add additional column and rows as required.***   |  |  |  | | --- | --- | --- | | Track | Track Name | Track Name | | Talks/Keynotes  *\* At least THREE talks/keynotes should be included.*  *\*\* Please indicate talk/keynote title, objective, speakers, and collaborators.* |  |  | | Panel Discussions  *\*At least ONE panel discussion should be included.*  *\*\* Please indicate title, objective, speakers, and collaborators.* |  |  | | Workshops  *\*At least ONE workshop should be included.*  *\*\* Please indicate title, objective, speakers, and collaborators.* |  |  | | Networking  *At least ONE networking session should be included.*  *\*\* Please indicate title, objective, speakers, and collaborators.* |  |  | | Hands-On Demonstrations  *\*Optional*  *\*\*Please indicate talk/keynote title, objective, speakers, and collaborators.* |  |  | | Other Programs  *\*Optional*  *\*\*Please indicate talk/keynote title, objective, speakers, and collaborators.* |  |  |   **Please provide a brief overview of the expected speakers and collaborators in the following categories:**  Industry Speakers:  Government speakers:  Other collaborators: | | |
| **Impact**  (A description of how the planned activity can benefit the professional development of YP members. 200 words maximum) | | |
|  | | |
| **Metrics to measure its success** (Number of YP members, participants, and collaborators) | | |
| **Number of YP members:**  **Number of participants:**  **Number of collaborators:**  Other Metrics: | | |
| **Budget**  Please use a proper table to present all the expected income (including the YP fund) and detailed expenses reflected on the number of expected attendees. Please draft the budget based on the R10 matching fund policy indicated in the [Terms of References](https://yp.ieeer10.org/ieee-r10-young-professionals-upskill/). Before submitting the proposal,it is advised to coordinate with the Section/Council/other funding sources regarding the remaining funding support required. | | |
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| **Funding Amount Requested from IEEE R10 Young Professionals (US$)** Please refer to R10 matching fund policy indicated in the [Terms of References](https://yp.ieeer10.org/ieee-r10-young-professionals-upskill/) | |  |
| **Signature of Project Leader** (e-signature is allowed)  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | |

For more details and enquiries, please contact R10 Young Professionals Committee at: [**r10yp@ieee.org**](mailto:r10yp@ieee.org)