

IEEE Sri Lanka Section Awards

Phase 1

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Organizational Units Awards

- **Emerging Student Branch Award**

Purpose

The purpose of this award is to recognize the Emerging Student Branch for the efforts undertaken by the committees to enhance overall sustainability to increase the membership and events of the student branch during the evaluation period.

Eligibility

- Any student branch within the IEEE Sri Lankan section is eligible for this award.
- The Student Branch must have done at least **four projects** in a year for its members.
- The events submitted should fall between the 16th August 2024 and 31st July 2025.

Submissions

Student Branches are required to submit the following documents.

- IEEE Student Branch Project Reports - this must be a PDF downloaded from <https://sbr.vtools.ieee.org/>
- IEEE Student Branch officer reporting - this must be a PDF downloaded from <https://officers.vtools.ieee.org/>
- Link to active IEEE Student Branch Website or Social Media Channel
- Retention statistics of your Student Branch and the efforts taken by the student branch to retain members in IEEE (Membership drives).
- Annual budget.
- Student Branch's participation in IEEE competitions and engagement with the Section, Region, and Global level.
- A brief report on projects organized collaboratively with other organizational units (inside and outside IEEE) and industry.

The judging for this award will be on the impact and outcome of the projects, quantity and quality of the projects, growth of membership, outstanding initiatives and performance in organizing projects, the effectiveness of communication with members, level of involvement of chapter members, uniqueness of the approach, collaboration with other OUs, and SBs and on the society (not just IEEE members) through technology or any other means.

Evaluation Criteria

1. Fulfilling all requirements of reporting to the section and the respect of MGA bylaws. (0-30)
 - vTools Officer Reporting (0-5)
 - vTools Annual Plan (0-5)
 - vTools Activity Report (0-5)
 - Officer Reporting to Section (0-5)
 - Event Reporting to Section (0-5)
 - Annual Budget preparation (0-5)
2. Growth and the Retention of the Memberships (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Membership retention statistics (0-5)
 - Efforts were taken by the Student Branch for membership retention and growth (0-10)
3. Effective use of the Student Branch website and other social media (0-10)
 - Communication within the Student Branch (0-2)
 - Successful publicity campaigns through effectively utilizing the Student Branch Website and other Social Media platforms. (0-2)
 - Increasing awareness about IEEE (0-3)
 - Being aligned with the Vision, Mission, and Strategic goals of IEEE (0-3)
4. Activities covered under Sub-Categories (0-15) *(Evaluations will be based on the Activity Report submitted in the Nomination Application)*
 - Implementation of technical, educational, and administrative activities with innovation (0-5)
 - Consistency of the activities (Consider the average number of activities held in the OU) (0-5)
 - Level of innovation in activities (0-5)
5. Active involvement of the Student Branch with IEEE (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Participation of the Student Branch in IEEE competitions (0-5)
 - Engagement with the Section, Region, and Global level. (0-10)
 - Volunteers in Sectional, Regional, and the Global level (0-6)
 - Participation in Sectional, Regional, and the Global level (0-4)
6. Collaboration with the IEEE and the non-IEEE organizations (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Number of activities organized collaboratively with IEEE and non-IEEE organizations (0-5)
 - Level of collaboration i.e. Financial Support, Technical Support, etc. (0-5)
 - Overall positive impact and value created by the activities (0-5)

Nomination Conditions

- The duly completed nomination form should be submitted before the deadline.

- **Emerging Chapter Award (SB Category)**

Purpose

This award aims to recognize the Emerging student branch chapter that is operating consistently aligned with the goals of IEEE.

Eligibility

- Any IEEE Student Branch Chapter within the IEEE Sri Lanka section is eligible for this award.
- The duration of the Student Branch Chapter should be less than or equal to 3 years of the time period from the date of the initiation.
- The award requires interested Student Branch Chapters to submit articles on their activities and outstanding initiatives.
- The number of members at the time of the submission of articles should be above 10 in the Student Branch.
- The activities should be reported to the IEEE, using vTools, to be eligible for the recognition and relevant vTools link should be clearly included in each article.
- The events submitted should fall between the 16th August 2024 and 31st July 2025.

Submissions

Student Branch Chapters are required to submit the following documents.

- IEEE Student Branch Chapter Online Project report - this must be a PDF or spreadsheet format downloaded from <https://events.vtools.ieee.org/>
- IEEE Student Branch Chapter officer reporting - this must be a PDF downloaded from <https://officers.vtools.ieee.org/>
- Link to active IEEE Student Branch Chapter Social Media Channel

- Retention statistics of your Student Branch Chapter and the efforts taken by the student branch chapter to retain members in IEEE (Membership drives).
- Annual budget.
- Student Branch Chapter's participation in IEEE competitions and engagement with the Section, Region, and Global level.
- A brief report on projects organized collaboratively with other organizational units (inside and outside IEEE) and industry.

The judging for this award will be on the impact and outcome of the projects, quantity and quality of the projects, growth of membership, outstanding initiatives and performance in organizing projects, the effectiveness of communication with members, level of involvement of chapter members, uniqueness of the approach, collaboration with other OUs, and SBs and on the society (not just IEEE members) through technology or any other means.

Evaluation Criteria

1. Fulfilling all requirements of reporting to the section and the respect of MGA bylaws. (0-30)
 - vTools Officer Reporting (0-5)
 - vTools Annual Plan (0-5)
 - vTools Activity Report (0-5)
 - Officer Reporting to Section (0-5)
 - Event Reporting to Section (0-5)
 - Annual Budget preparation (0-5)
2. Growth and the Retention of the Memberships (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Membership retention statistics (0-5)
 - Efforts were taken by the Student Branch Chapter for membership retention and growth (0-10)
3. Effective use of student branch Chapter social media (0-10)
 - Communication within the Student Branch Chapter (0-2)
 - Successful publicity campaigns through effectively utilizing the Student Branch Chapter Social Media platforms. (0-2)
 - Increasing awareness about IEEE (0-3)
 - Being aligned with the Vision, Mission, and Strategic goals of IEEE (0-3)
4. Activities covered under Sub-Categories (0-15) *(Evaluations will be based on the Activity Report submitted in the Nomination Application)*
 - Implementation of relevant fields including technical, educational, and administrative activities with innovation (0-5)
 - Consistency of the activities (Consider the average number of activities held in the OU) (0-5)
 - Level of innovation in activities (0-5)
5. Active involvement of the Student Branch Chapter with IEEE (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*

- Participation of the Student Branch Chapter in IEEE competitions (0-5)
 - Engagement with the Section, Region, and Global level. (0-10)
 - Volunteers in Section, Region, and the Global level (0-6)
 - Participation in Sections, Regions, and the Global level (0-4)
6. Collaboration with the IEEE and the non-IEEE organizations (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
- Number of activities organized collaboratively with IEEE and non-IEEE organizations (0-5)
 - Level of collaboration i.e. Financial Support, Technical Support, etc. (0-5)
 - Overall positive impact and value created by the activities (0-5)

Nomination Conditions

- The duly completed nomination form should be submitted before the deadline.

● Emerging Affinity Group (SB Category)

Purpose

This award aims to recognize the Emerging Student Branch of Affinity Group which is operating consistently aligned with the goals of IEEE.

Eligibility

- Any IEEE Student Branch Affinity Group within the IEEE Sri Lanka section is eligible for this award.
- The duration of the Student Branch Affinity Group should be less than or equal to 3 years time period from the date of the initiation.
- The award requires interested Student Branch Affinity Group to submit articles on their activities and outstanding initiatives.

- The number of members at the time of the submission of articles should be above 10 in the Student Branch Affinity Group.
- The activities should be reported to the IEEE, using vTools, to be eligible for the recognition and relevant vTools link should be clearly included in each article.
- The events submitted should fall between the 16th August 2024 and 31st July 2025

Submissions

Student Branch Affinity Groups are required to submit the following documents.

- IEEE Student Branch Affinity Group Online Project report - this must be a PDF downloaded from <https://events.vtools.ieee.org/>
- IEEE Student Branch Affinity Group officer reporting - this must be a PDF downloaded from <https://officers.vtools.ieee.org/>
- Link to active IEEE Student Branch Affinity Group Social Media Channel
- Retention statistics of your Student Branch Affinity Group and the efforts taken by the student branch Affinity Group to retain members in IEEE (Membership drives).
- Annual budget.
- Student Branch Affinity Group's participation in IEEE competitions and engagement with the Section, Region, and Global level.
- A brief report on projects organized collaboratively with other organizational units (inside and outside IEEE) and industry.

The judging for this award will be on the impact and outcome of the projects, quantity and quality of the projects, growth of membership, outstanding initiatives and performance in organizing projects, the effectiveness of communication with members, level of involvement of chapter members, uniqueness of the approach, collaboration with other OUs, and SBs and on the society (not just IEEE members) through technology or any other means.

Evaluation Criteria

1. Fulfilling all requirements of reporting to the section and the respect of MGA bylaws. (0-30)
 - vTools Officer Reporting (0-5)
 - vTools Annual Plan (0-5)
 - vTools Activity Report (0-5)
 - Officer Reporting to Section (0-5)
 - Event Reporting to Section (0-5)
 - Annual Budget preparation (0-5)
2. Growth and the Retention of the Memberships (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Membership retention statistics (0-5)
 - Efforts were taken by the Student Branch Affinity Group for membership retention and growth (0-10)

3. Effective use of student branch Affinity Group social media (0-10)
 - Communication within the Student Branch Affinity Group (0-2)
 - Successful publicity campaigns through effectively utilizing the Student Branch Affinity Group Social Media platforms. (0-2)
 - Increasing awareness about IEEE (0-3)
 - Being aligned with the Vision, Mission, and Strategic goals of IEEE (0-3)
4. Activities covered under Sub-Categories (0-15) *(Evaluations will be based on the Activity Report submitted in the Nomination Application)*
 - Implementation of relevant fields including technical, educational, and administrative activities with innovation (0-5)
 - Consistency of the activities (Consider the average number of activities held in the OU) (0-5)
 - Level of innovation in activities (0-5)
5. Active involvement of the Student Branch Affinity Group with IEEE (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Participation of the Student Branch Affinity Group in IEEE competitions (0-5)
 - Engagement with the Section, Region, and Global level. (0-10)
 - Volunteers in Sectional, Regional, and the Global level (0-6)
 - Participation in Sectional, Regional, and the Global level (0-4)
6. Collaboration with the IEEE and the non-IEEE organizations (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Number of activities organized collaboratively with IEEE and non-IEEE organizations (0-5)
 - Level of collaboration i.e. Financial Support, Technical Support, etc. (0-5)
 - Overall positive impact and value created by the activities (0-5)

Nomination Conditions

- The duly completed nomination form should be submitted before the deadline.

- **Outstanding Student Branch Award**

Purpose

This award aims to recognize the Outstanding Student Branch that is operating consistently aligned with the goals of IEEE.

Eligibility

- Any student branch within the IEEE Sri Lankan section is eligible for this award.
- The Student Branch must maintain a minimum of 25 active memberships, with preference given to those with 50 memberships or more
- This Student Branch must not have received the same award in the past three years.
- The Student Branch must have done at least twelve projects in a year for its members.
- The events submitted should fall between the 16th August 2024 and 31st July 2025.

Submissions

Student Branches are required to submit the following documents.

- IEEE Student Branch Project Reports - this must be a PDF downloaded from <https://sbr.vtools.ieee.org/>
- IEEE Student Branch officer reporting - this must be a PDF downloaded from <https://officers.vtools.ieee.org/>
- Link to active IEEE Student Branch Website or Social Media Channels
- Retention statistics of your Student Branch and the efforts taken by the student branch to retain members in IEEE (Membership drives).
- Annual budget.
- Student Branch's participation in IEEE competitions and engagement with the Section, Region, and Global level.
- A brief report on projects organized collaboratively with other organizational units (inside and outside IEEE) and industry.

The judging for this award will be on the impact and outcome of the projects, quantity and quality of the projects, growth of membership, outstanding initiatives and performance in organizing projects, the effectiveness of communication with members, level of involvement of chapter members, uniqueness of the approach, collaboration with other OUs, and SBs and on the society (not just IEEE members) through technology or any other means.

Evaluation Criteria

1. Fulfilling all reporting requirements to the section and respecting MGA bylaws. (0-30)
 - vTools Officer Reporting (0-5)
 - vTools Annual Plan (0-5)
 - vTools Activity Report (0-5)
 - Officer Reporting to Section (0-5)
 - Event Reporting to Section (0-5)
 - Annual Budget preparation (0-5)
2. Growth and the Retention of the Memberships (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Membership retention statistics (0-5)
 - The efforts taken by the Student Branch for membership retention and growth (0-10)
3. Effective use of the Student Branch website and other social media (0-10)
 - Communication within the Student Branch (0-2)
 - Successful publicity campaigns through effectively utilizing the Student Branch Website and other Social Media platforms. (0-2)
 - Increasing awareness about IEEE (0-3)
 - Being aligned with the Vision, Mission, and Strategic goals of IEEE (0-3)
4. Activities covered under Sub-Categories (0-15) *(Evaluations will be based on the Activity Report submitted in the Nomination Application)*
 - Implementation of technical, educational, and administrative activities with innovation (0-5)
 - Consistency of the activities (Consider the average number of activities held in the OU) (0-5)
 - Level of innovation in activities (0-5)
5. Active involvement of the Student Branch with IEEE (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Participation of the Student Branch in IEEE competitions (0-5)
 - Engagement with the Sectional, Regional, and Global levels. (0-10)
 - Volunteers in Sectional, Regional, and the Global level (0-6)
 - Participation in Sectional, Regional, and the Global level (0-4)
6. Collaboration with the IEEE and the non-IEEE organizations (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Number of activities organized collaboratively with IEEE and non-IEEE organizations (0-5)
 - Level of collaboration i.e. Financial Support, Technical Support, etc. (0-5)
 - Overall positive impact and value created by the activities (0-5)

Nomination Conditions

- The duly completed nomination form should be submitted before the deadline.

- **Outstanding Chapter Award (SB Category)**

Purpose

This award aims to recognize the Outstanding student branch chapter that is operating consistently aligned with the goals of IEEE.

Eligibility

- Any IEEE Student Branch Chapter within the IEEE Sri Lanka section is eligible for this award.
- The award requires interested Student Branch Chapters to submit articles on their activities and outstanding initiatives.
- The number of members at the time of the submission of articles should be above 10 in the Student Branch.
- The activities should be reported to the IEEE, using vTools, to be eligible for the recognition and relevant vTools link should be clearly included in each article.
- The events submitted should fall between the 16th August 2024 and 31st July 2025

Submissions

Student Branch Chapters are required to submit the following documents.

- IEEE Student Branch Chapter Online Project report - this must be a PDF downloaded from <https://sbr.vtools.ieee.org/>
- IEEE Student Branch Chapter officer reporting - this must be a PDF downloaded from <https://officers.vtools.ieee.org/>
- Link to active IEEE Student Branch Chapter Social Media Channel

- Retention statistics of your Student Branch Chapter and the efforts taken by the student branch chapter to retain members in IEEE (Membership drives).
- Annual budget.
- Student Branch Chapter's participation in IEEE competitions and engagement with the Section, Region, and Global level.
- A brief report on projects organized collaboratively with other organizational units (inside and outside IEEE) and industry.

The judging for this award will be on the impact and outcome of the projects, quantity and quality of the projects, growth of membership, outstanding initiatives and performance in organizing projects, the effectiveness of communication with members, level of involvement of chapter members, uniqueness of the approach, collaboration with other OUs, and SBs and on the society (not just IEEE members) through technology or any other means.

Evaluation Criteria

1. Fulfilling all reporting requirements to the section and respecting MGA bylaws. (0-30)
 - vTools Officer Reporting (0-5)
 - vTools Annual Plan (0-5)
 - vTools Activity Report (0-5)
 - Officer Reporting to Section (0-5)
 - Event Reporting to Section (0-5)
 - Annual Budget preparation (0-5)
2. Growth and the Retention of the Memberships (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Membership retention statistics (0-5)
 - The efforts taken by the Student Branch Chapter for membership retention and growth (0-10)
3. Effective use of student branch Chapter social media (0-10)
 - Communication within the Student Branch Chapter (0-2)
 - Successful publicity campaigns through effectively utilizing the Student Branch Chapter Social Media platforms. (0-2)
 - Increasing awareness about IEEE (0-3)
 - Being aligned with the Vision, Mission, and Strategic goals of IEEE (0-3)
4. Activities covered under Sub-Categories (0-15) *(Evaluations will be based on the Activity Report submitted in the Nomination Application)*
 - Implementation of relevant fields including technical, educational, and administrative activities with innovation (0-5)
 - Consistency of the activities (Consider the average number of activities held in the OU) (0-5)
 - Level of innovation in activities (0-5)
5. Active involvement of the Student Branch Chapter with IEEE (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*

- Participation of the Student Branch Chapter in IEEE competitions (0-5)
 - Engagement with the Section, Region, and Global level. (0-10)
 - Volunteers in Section, Region, and the Global level (0-6)
 - Participation in Sections, Regions, and the Global level (0-4)
6. Collaboration with the IEEE and the non-IEEE organizations (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
- Number of activities organized collaboratively with IEEE and non-IEEE organizations (0-5)
 - Level of collaboration i.e. Financial Support, Technical Support, etc. (0-5)
 - Overall positive impact and value created by the activities (0-5)

Nomination Conditions

- The duly completed nomination form should be submitted before the deadline.

● Outstanding Affinity Group (SB Category)

Purpose

This award aims to recognize the Outstanding Student Branch Affinity Group that is operating consistently aligned with the goals of IEEE.

Eligibility

- Any IEEE Student Branch Affinity Group within the IEEE Sri Lanka section is eligible for this award.
- The award requires interested Student Branch Affinity Group to submit articles on their activities and outstanding initiatives.

- The number of members at the time of the submission of articles should be above 10 in the Student Branch Affinity Group.
- The activities should be reported to the IEEE, using vTools, to be eligible for the recognition and relevant vTools link should be clearly included in each article.
- The events submitted should fall between the 16th August 2024 and 31st July 2025

Submissions

Student Branch Affinity Groups are required to submit the following documents.

- IEEE Student Branch Affinity Group Online Project report - this must be a PDF downloaded from <https://events.vtools.ieee.org/>
- IEEE Student Branch Affinity Group officer reporting - this must be a PDF downloaded from <https://officers.vtools.ieee.org/>
- Link to active IEEE Student Branch Affinity Group Social Media Channel
- Retention statistics of your Student Branch Affinity Group and the efforts taken by the student branch Affinity Group to retain members in IEEE (Membership drives).
- Annual budget.
- Student Branch Affinity Group's participation in IEEE competitions and engagement with the Section, Region, and Global level.
- A brief report on projects organized collaboratively with other organizational units (inside and outside IEEE) and industry.

The judging for this award will be on the impact and outcome of the projects, quantity and quality of the projects, growth of membership, outstanding initiatives and performance in organizing projects, the effectiveness of communication with members, level of involvement of chapter members, uniqueness of the approach, collaboration with other OUs, and SBs and on the society (not just IEEE members) through technology or any other means.

Evaluation Criteria

1. Fulfilling all reporting requirements to the section and respecting MGA bylaws. (0-30)
 - vTools Officer Reporting (0-5)
 - vTools Annual Plan (0-5)
 - vTools Activity Report (0-5)
 - Officer Reporting to Section (0-5)
 - Event Reporting to Section (0-5)
 - Annual Budget preparation (0-5)

2. Growth and the Retention of the Memberships (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Membership retention statistics (0-5)
 - The efforts taken by the Student Branch Affinity Group for membership retention and growth (0-10)
3. Effective use of student branch Affinity Group social media (0-10)
 - Communication within the Student BranchAffinity Group (0-2)
 - Successful publicity campaigns through effectively utilizing the Student Branch Affinity Group Social Media platforms. (0-2)
 - Increasing awareness about IEEE (0-3)
 - Being aligned with the Vision, Mission, and Strategic goals of IEEE (0-3)
4. Activities covered under Sub-Categories (0-15) *(Evaluations will be based on the Activity Report submitted in the Nomination Application)*
 - Implementation of relevant fields including technical, educational, and administrative activities with innovation (0-5)
 - Consistency of the activities (Consider the average number of activities held in the OU) (0-5)
 - Level of innovation in activities (0-5)
5. Active involvement of the Student Branch Affinity Group with IEEE (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Participation of the Student Branch Affinity Group in IEEE competitions (0-5)
 - Engagement with the Section, Region, and Global level. (0-10)
 - Volunteers in Section, Region, and the Global level (0-6)
 - Participation in Sections, Regions, and the Global level (0-4)
6. Collaboration with the IEEE and the non-IEEE organizations (0-15) *(Evaluations will be based on the report submitted in the Nomination Application)*
 - Number of activities organized collaboratively with IEEE and non-IEEE organizations (0-5)
 - Level of collaboration i.e. Financial Support, Technical Support, etc. (0-5)
 - Overall positive impact and value created by the activities (0-5)

Nomination Conditions

- The duly completed nomination form should be submitted before the deadline.

- **Special Recognition for Membership Recruitment & Retention**

Purpose

This special recognition is to recognize the Student Branch(es) which contributes most towards enhancing IEEE Sri Lanka Section's membership recruitment performance and retention.

Eligibility

All the active Student Branches under Sri Lanka Section will be eligible for the award.

Evaluation Criteria

- Growth and the Retention of the Memberships (0-15) (Evaluations will be based on the report submitted in the Nomination Application)
- Membership retention statistics (0-5)
- Efforts were taken by the Student Branch for membership retention and growth (0-10)
- Effective use of the student branch website and other social media (0-10)
- Communication within the Student Branch (0-2)
- Successful publicity campaigns through effective utilization of the Student Branch Website and other Social Media platforms. (0-2)
- Increasing awareness about IEEE (0-3)
- Being aligned with the Vision, Mission, and Strategic goals of IEEE (0-3)
- Activities covered under Sub-Categories (0-15) (Evaluations will be based on the Activity Report submitted in the Nomination Application)
- Implementation of technical, educational, and administrative activities with innovation (0-5)
- Consistency of the activities (Consider the average number of activities held in the OU) (0-5)
- Level of innovation in activities (0-5)
- Active involvement of the Student Branch with IEEE (0-15) (Evaluations will be based on the report submitted in the Nomination Application)
- Participation of the Student Branch in IEEE competitions (0-5)
- Engagement with the Section, Region, and Global level. (0-10)
- Volunteers in Section, Region, and the Global level (0-6)
- Participation in Sectional, Regional, and the Global level (0-4)

- Collaboration with the IEEE and the non-IEEE organizations (0-15) (Evaluations will be based on the report submitted in the Nomination Application)
- Number of activities organized collaboratively with IEEE and non-IEEE organizations (0-5)
- Level of collaboration i.e. Financial Support, Technical Support, etc. (0-5)
- Overall positive impact and value created by the activities (0-5)

Basis of Selection

Student Branches are not required to apply for this award. The Selection Committee will gather the data from the IEEE OU Analytics database and based on the data, the winner will be chosen.

Special Activities Awards

Initial Guidelines

All the Organizational Unit Nominations under the “**Special Activities Awards**” category, should fulfill the following criteria.

- **Any OU can submit nominations for a maximum of four awards.**
- **All the Student Branch Chapters/Affinity Groups nominations should be made under the Student Branch.**
- The project should not be coupled with any other project unless they are related and if related, it should be clearly proven in the report.
- When applying to Project Category Awards, the project should fall between **16th August 2024 and 31st July 2025.**
- **Duplicated submissions of the same project for different awards** (applying one project for more than one award) will result in **disqualification.**
- Project reports including photos, promotional materials, testimonials, etc. **should be limited to five(5) pages** and in pdf format (can be opened in Adobe pdf viewer and Foxit Reader). Documents not adhering to these criteria will not be considered for evaluation.

● **Best Student Branch Project Award**

Purpose

The sole purpose of this award is to emphasize the importance of initiatives that have uniqueness, quality, and productivity, in order to inspire other Student Branches to organize similar distinctive initiatives.

Eligibility

- **All projects carried out by Student Branches/ Student Branch Chapters/ Student Branch Affinity Groups are eligible for the award.**
- The project should be reported via vTools. ([vTools events](#))
- The project can be awarded the Best Student Branch Project Award if the changes to the project are more than 50% from the previous year. Briefly explain the distinction compared to the previous year with evidence.
- All the nominations should be made under the Student Branch.

Nomination Conditions

- A Student Branch can submit a maximum of two submissions.
- The duly completed nomination form should be submitted before the deadline.

Evaluation Criteria

1. The Concept (0-25)
 - Recognition of the problem and the objective of the Activity (0-10)
 - Relevance and value creation of the activity (0-10)
 - Creativity and uniqueness of the project (0-5)
2. Implementation & Repeatability (0-35)
 - Implementation and overall planning of the project (0-15)
 - Collaboration with other IEEE Organizational Units, non-IEEE Organizations, or the Industry (0-5)
 - Sustainability of the project (0-10)
 - Portability of the project (0-5)
3. Results and Outcomes (0-40)
4. Participation Status (0-30)
 - Being relevant to IEEE or AG or Technical Chapter (0-10)
 - The overall impression of the project should give a positive impact and therapy (0-15)
 - Quality of the Project Report (0-5)

- **Best Affinity Group Project Award (Student AG Category)**

Purpose

The purpose of the award is to increase the quality of projects organized by the Student Branch Affinity Groups of the Sri Lanka Section and to encourage them to come up with more specific projects with significant impact.

Eligibility Criteria

- **All projects carried out by IEEE Student Branch Affinity groups are eligible for the award.**
- The project should be reported via vTools. ([vTools events](#))
- The project can be awarded Best Affinity Group Project Award (Student AG Category) if the changes to the project are more than 50% from the previous year.

Nomination Conditions

- A Student Branch Affinity Group can submit a maximum of two submissions.
- The duly completed nomination form should be submitted before the deadline.

Evaluation Criteria

1. The Concept (0-25)
 - Recognition of the problem and the objective of the Activity (0-10)
 - Relevance and value creation of the activity (0-10)
 - Creativity and uniqueness of the project (0-5)
2. Implementation & Repeatability (0-35)
 - Implementation and overall planning of the project (0-15)
 - Collaboration with other IEEE Organizational Units, non-IEEE Organizations, or the Industry (0-5)
 - Sustainability of the project (0-10)
 - Portability of the project (0-5)
3. Results and Outcomes (0-40)
4. Participation Status (0-30)
 - Being relevant to IEEE or AG or Technical Chapter (0-10)
 - The overall impression of the project should give a positive impact and therapy (0-15)
 - Quality of the Project Report (0-5)

- **Best Technical Chapter Project Award (Student Chapter)**

Purpose

The purpose of the award is to increase the quality of projects organized by IEEE Society Chapters in student branches of the Sri Lanka section and to encourage them to come up with more creative ideas with significant impact.

Eligibility Criteria

- **All projects carried out by Student Branch Technical Chapters are eligible for the award.**
- The project should be reported via vTools. ([vTools events](#))
- The project can be awarded the Best Technical Chapter Project Award (Student Chapter) if the changes to the project are more than 50% from the previous year.

Evaluation Criteria

1. The Concept (0-25)
 - Recognition of the problem and the objective of the Activity (0-10)
 - Relevance and value creation of the activity (0-10)
 - Creativity and uniqueness of the project (0-5)
2. Implementation & Repeatability (0-35)
 - Implementation and overall planning of the project (0-15)
 - Collaboration with other IEEE Organizational Units, non-IEEE Organizations, or the Industry (0-5)
 - Sustainability of the project (0-10)
 - Portability of the project (0-5)
3. Results and Outcomes (0-40)
4. Participation Status (0-30)
 - Being relevant to IEEE or AG or Technical Chapter (0-10)
 - The overall impression of the project should give a positive impact and therapy (0-15)
 - Quality of the Project Report (0-5)

Nomination Conditions

- **A Student Branch can submit a maximum of two submissions.**
- The duly completed nomination form should be submitted before the deadline.

● **Best Industry Collaborative Project Award (SB OU Category)**

Purpose

The award is presented annually, under the domain of the IEEE Sri Lanka Section, to recognize an initiative taken by an IEEE Student Branch Organizational Unit (OU) that proved to be of strategic importance to the Industry Development goals and objectives of the IEEE Sri Lanka Section. The purpose of the award is to increase the quality of projects organized by IEEE OUs in Sri Lanka and to encourage them to come up with more creative ideas with a significant impact on the collaboration of the Industry and the Section.

Eligibility Criteria

- **All projects carried out by Student Branch organizational units are eligible for the award.**
- The project should be reported via vTools. ([vTools events](#))
- The project can be awarded Best Industry Collaborative Project (SB OU Category) if the changes to the project are more than 50% from the previous year.

Evaluation Criteria

1. The Concept (0-15)
 - Recognition of the industrial-based problem and the objective of the Activity (0-5)
 - Being relevant to the industry when value creation (0-5)
 - The creativity of the project is unique to the industry (0-5)
2. Implementation & Sustainability (0-45)
 - Collaboration with other IEEE Organizational Units, NGO, Companies, Organizations, etc. (0-15)
 - Level of collaboration i.e. Financial Support, Technical Support, etc. (0-15)
 - Repeatability of the project (0-5)
 - Portability of the project (0-5)
 - Implementation and overall planning of the project (0-5)
3. Results and Outcomes (0-40)
 - Participation from other Organizational Units such as Student Branches, Affinity Groups, and Technical Chapters. (0-10)
 - Being relevant to IEEE or AG or to a Technical Chapter (0-10)
 - The overall impression of the project should give a positive impact and therapy (0-15)
 - Quality of the Project Report (0-5)

Nomination Conditions

- A student branch can submit a maximum of two submissions.

- The duly completed nomination form should be submitted before the deadline.

- **Special Recognition for the Best Humanitarian Project**

Purpose

The purpose of this award is to recognize a project initiated within the section that has made an outstanding contribution through specific activities or projects that benefit the members and society through humanitarian activities which support the people and other volunteers in the local OU community.

Eligibility Criteria

- Only projects primarily hosted by a Student Branch entity (SB, SB Chapter, or SB Affinity Group) are eligible for the award. (Note: Projects may receive support from Section-level entities, including SIGHT; however, the Student Branch entity must serve as the primary organizer.)
- The project should be reported via vTools. ([vTools events](#))
- The project can be awarded Special Recognition for the Best Humanitarian Project Award if the changes to the project are more than 50% from the previous year.

Evaluation Criteria

1. The Concept (0-25)
 - The objective of the activity and recognition of a humanitarian problem (0-10)
 - Level of relevance to the community (0-10)
 - Creativity and the uniqueness of the project (0-5)
2. Implementation & Repeatability (0-35)
 - Planning and the implementation of the project (0-15)
 - Collaboration with other IEEE Organizational Units, non-IEEE Organizations, or the Industry (0-5)
 - Sustainability of the project(0-10)
 - Portability of the project (0-5)
3. Results and Outcomes (0-40)
 - Variety of engagement with the community in the scope of the project (0-10)
 - i.e. School children, Differently-abled communities, the General public, etc.
 - Relevance of the project towards the vision of IEEE (0-5)
 - Impact and value created by the project on society (0-20)
 - Quality of the Project Report (0-5)

Nomination Conditions

- A student branch can submit a maximum of two submissions.
- The duly completed nomination form should be submitted before the deadline.