



# Request for Proposals 2022



Program Background

Eligibility & Application

Timeline & Deliverables



## PURPOSE & BACKGROUND

Build Day is a collaborative project design and build initiative that brings together young engineers, technical experts, and community leaders to create sustainable change in their local communities. Engineers will work alongside community partners and organizations to identify a locally pressing sustainability issue (e.g. food deserts, resilient infrastructure, clean water access, or disaster preparation) and design and implement innovative sustainable solutions. These solutions will improve a community's resilience to climate change and sudden shocks and stresses—especially for underserved and marginalized communities. Build Day provides young engineers the opportunity to work directly in the field and gain real-world design build experience.





# ELIGIBILITY & APPLICATION

Applicants must meet all eligibility requirements below to submit a proposal for consideration:

- Chapter is in Good Standing;
- Chapter has not participated in a Build Day project within the past year;
- Committed and dedicated team to work on the project;
- Chapter or a team member with experience working on a community project (outside of campus).

## How to Apply

Interested teams must submit a brief proposal for Build Day by **October 15, 2022** to Allyson Schroepfer, at [aschroepfer@eswusa.org](mailto:aschroepfer@eswusa.org). Proposals should be submitted using the Proposal Template provided. A committee will review all proposals after submissions close. ESW-HQ may shortlist potential chapters for interviews. Selected teams will be notified via email by **November 5**. Up to four teams may be chosen for the 2022 cycle.

## Build Day Program Benefits

- **Project Resources** - Build Day offers up to \$2,000 for materials and supplies to support chapters implementing their sustainability projects
- **Publicity and Recognition** - Build Day grows awareness for community issues and project, and team have been featured on local press and TV, online articles, social media, and podcasts
- **Leadership and Professional Development** - teams gain valuable field experience in project management, communication, and skills for future careers and projects



# ELIGIBILITY & APPLICATION

## Proposal Requirements

Proposals should also be clear and concise and include:

- Description of the proposed project and progress to date (if any);
- Description of the proposed community partner. If a community partner has not yet been identified, provide a list of potential partner(s) and explain why they would be a best fit for the proposed project;
- Metrics for project success and sustainability/environmental impact;
- Estimated timeline for project completion. No specific dates required. Outlining project phases is recommended;
- Resumes and contacts for team members. Brief bios are also acceptable;





# TIMELINE & DELIVERABLES

CALL FOR PROPOSALS	TEAM SELECTION	KICKOFF & DEVELOPMENT	BUILD PREP & LAUNCH
<b>September 1</b> RFP released Submissions opened	<b>October 15</b> Submissions closed <b>November 5</b> Team decisions	<b>Mid-November</b> Build Day kickoff meetings <b>Winter to Spring</b> Research, design, and prototyping	<b>Early Spring</b> Team design reviews <b>End of Spring Semester</b> Build Day launch!

## Deliverables

Deliverables are due at various stages of the project dependent on the team's pace and progress. All items must be completed and submitted before project closeout. Further details about each deliverable will be discussed during the kickoff meeting. Additional deliverables may be required.

- Signed Memorandum of Understanding (MoU)
- Detailed project timeline
- Itemized project budget
- Preliminary and final designs
- Final project report
- Team and project photos



# TERMS & CONDITIONS

## **Proposal Restrictions:**

Teams may not submit projects that have been fully implemented or near completion before applying to the Build Day program. Agencies or contractors cannot submit a proposal on behalf of the proposed team. Teams may submit original project ideas and concepts developed for other coursework or independent work. You must notify ESW-HQ and community partner(s) of any changes to the proposed team or project.

## **Proposal Submissions:**

Teams must submit their complete proposal and materials by the deadline. We will not accept incomplete submissions. You must contact the Build Day Program Director if your team is unable to meet the deadline. We have the right to deny extensions if contact is not made prior to the deadline.

## **Use of Submitted Works:**

Teams retain the rights to work submitted in the program. Teams are free to use their own work outside the program including as a project for other coursework or independent work. By submitting this proposal, each Build Day team agrees to grant the Build Day program and its partners non-exclusive, royalty-free rights to use, publish, edit, modify, alter, reproduce, distribute, broadcast, display, or use materials for non-commercial use for all submitted material.

## **Copyright Infringement and Intellectual Property:**

All submitted proposals must be a team's own original work. Teams are responsible for ensuring that any work submitted does not infringe upon the intellectual rights and property of any third-party, including but not limited to copyrights, trademarks, logos, and design rights.



# REACH OUT TO US!

Additional resources are available online at [buildday.org](http://buildday.org). Contact Allyson Schroepfer [aschroepfer@eswusa.org](mailto:aschroepfer@eswusa.org) if you have any questions about the program, eligibility, requirements, or if you have a project idea.

