

Chapter projects

The guidance outlined below will support Chapters who are interested in running Chapter projects. Our aim with all projects is to ensure they are in line with the Engineers Without Borders UK [mission and vision](#).

We want to ensure Chapters are running projects which are globally responsible, suitable for their level of experience, and have a positive impact on their local community.

If you have any questions about projects, please contact membership@ewb-uk.org.

What is a Chapter project?

Projects are a well defined area of work that Chapter members focus on for a set period of time, whether for a meeting, a semester or over multiple years.

The primary focus of all projects should be educational and rewarding for your members; providing students with an exciting opportunity to learn and improve their skills, expand their knowledge of a specific topic and gain experience outside of the university curriculum.

Need some project inspiration? Find some examples of projects your Chapter could organise on page 5.

Scoping your project

Identifying project boundaries and working out what isn't appropriate can often be the hardest part of defining a project. Below are some pointers to help you ensure that your projects are aligned with what we do.

Act responsibly

Being responsible means operating with a core set of values and strong professional judgment. Always make sure that your project is upholding strong ethics and the principles of global responsibility, outlined on page 2.

Know your limitations

It is important to remember that you are students, and therefore don't have the support and information you would have in industry when working on a project. Always question whether it is more appropriate for your project to be done by a qualified engineer, or expert in the area.

Work out where you hold the greatest influence

You have more influence within your university community than anywhere else. How could you use that to your advantage? For a greater impact, your time is often better spent locally, as opposed to on a project with an international focus.

Why we no longer support international projects

We are proud of the impact our international placements have made. However, the number of people they've helped either directly, or indirectly, is small compared with the global challenges we face.

We took time to assess our work and realised that we can positively affect many more lives by using our influence and educational programmes to encourage change on a much larger scale. As a result, we have shifted our focus away from international projects.

As a Chapter, it is important that you align your work with our new direction and consider how you can create projects which have broader impact. It is also important to reflect on whether your support is responsible and appropriate. If you are currently running, or planning to run, an international focused project (regardless of whether travel is included), please get in touch.

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Projects are a core part of our work with students, and we know how important it is to have the opportunity to work on something outside of lectures and coursework. We'd love to see Chapters using their knowledge of engineering and their understanding of global responsibility to advocate for change at a local level.

- Milly Dyer, University Engagement Lead

Principles of global responsibility

Responsible	To consider all the impacts of engineering, from a project or product's inception to the end of its life. This should be at a global and local scale, for people and planet.
Purposeful	To meet the needs of all people within the limits of our planet. This should be at the heart of engineering.
Inclusive	To ensure that diverse viewpoints and knowledge are included and respected in the engineering process.
Regenerative	To actively restore and regenerate ecological systems, rather than just reducing impact

Setting up a project

The following process explains how you can go about setting up a project for your Chapter. It is important to understand and follow this process, ensuring you are checking in with Engineers Without Borders UK and the Student Champions throughout.

1 Begin a new project

Interested in setting up a Chapter project? First, let's identify what you'd like to achieve.

Follow the steps in our "[Beginning a project](#)" resource to help you identify the purpose and context of your project.

2 Submit a concept note

Producing a concept note will help you to clarify what you are aiming to achieve and gain feedback on your project idea. You can find examples of concept notes [here](#) and [here](#).

When you're done, email your concept note to membership@ewb-uk.org. Feedback will be provided by Engineers Without Borders UK and a Student Champion.

Your concept note should be 200-400 words and include:

- The projects aims and objectives
- An overview of the project's context
- A timeline for your project
- Any risks you've identified

3 Complete a project overview

Once you have received your feedback, you can then complete a project overview. This will include more details on your aims and objectives, as well as set out clear roles and responsibilities. A project overview form can be found [here](#).

If you are working with another society, university or organisation, you should also complete a due diligence process. This ensures you have considered the full impact of working in collaboration with others. Have a look at our [fundraising policy](#) to get a better idea of the process we follow.

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Get started!

Following any further feedback from Engineers Without Borders UK, you are ready to go!

Ensure all students involved in your project are aware of the aims, objectives and timeline you have outlined.

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Review your progress

In all successful projects, it is important to review your progress and provide updates against your aims and objectives.

Be prepared to provide an update to Engineers Without Borders UK, or your Student Champion, at least twice a year. This should include a summary of work achieved at the end of each academic year.

Top tips

- If you are running a multi-year project, ensure you have a clear handover document for the incoming committee.
- A good project doesn't always mean that something has to be built.
- There are plenty of opportunities to work with other societies, or other EWB Chapters. Be creative and don't be afraid to reach out to other committees on Slack.
- If you are running a hands-on project, you may need to complete a health and safety or risk assessment for your university or Students' Union.

Project suggestions

Need some inspiration for your project? Below are a few ideas to get you started. If you want more information we recommend reaching out directly to other Chapters.

Repair cafe

EWB Cardiff have successfully worked with their local Repair Cafe over recent years. They support the organisation by providing volunteers to fix items that would have otherwise gone to waste.

Designathon

Many Chapters host their own designathons or hackathons each year. These provide an opportunity for students to work in teams to design a solution. EWB Sheffield and EWB Bristol have both run successful designathons in the past.

Engineers Without Borders UK also run Reshaping Engineering every February, bringing together a global network of students and professionals to consider how we can make engineering more globally responsible. You can find more information on our [website](#).

Mapping

The accessibility of university buildings has been a conversation amongst students for years. As engineers, you could focus your project on collecting data and advocating for change at your university by highlighting the issues you've found.

Collaborate with other Chapters

How much more impactful could your work be if you were working alongside another group of passionate students? In the past we've seen Chapters sharing how they have advocated for change at their university.

Alternatively, does your university have access to equipment or resources that another Chapter could benefit from? Use the Slack channel to your advantage and find out.

Do you have any other ideas? Share them with us!