**Communications Society Chapters Questionnaire 2015**

**Contact Information**

IEEE Region (1-10):
Name of Chapter or Section:
Chapter Chair:
Mailing Address:
E-mail address:
Tel: Office:       Tel: Home/Mobile (optional):
Chapter url:

**ComSoc Chapter Funding**

Did your chapter request/receive ComSoc funding in 2014?  □ Yes □ No

Explain briefly how funding was used?  (If you received funding, this section must be filled out for funding consideration in 2015.)

Will your chapter need ComSoc funding in 2015?  □ Yes □ No

<table>
<thead>
<tr>
<th>Intended Uses:</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Special Initiative/Project #1 (Explain below)</td>
<td>$__________</td>
</tr>
<tr>
<td>□ Special Initiative/Project #2 (Explain below)</td>
<td>$__________</td>
</tr>
<tr>
<td>□ Membership recruiting (incentives, meetings, etc.)</td>
<td>$__________</td>
</tr>
<tr>
<td>Explanation</td>
<td></td>
</tr>
<tr>
<td>□ Remuneration for Distinguished &amp; Local Lecturers</td>
<td>$__________</td>
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<tr>
<td>Explanation</td>
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<tr>
<td>□ Web page (or other electronic dissemination)</td>
<td>$__________</td>
</tr>
<tr>
<td>□ Newsletter, brochure, or other publicity</td>
<td>$__________</td>
</tr>
<tr>
<td>□ Administrative/General Expenses</td>
<td>$__________</td>
</tr>
<tr>
<td>□ Other (Explain)</td>
<td>$__________</td>
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</tbody>
</table>

Total Estimated need:  US$ __________

Explanation #1:
Explanation #2:
Chapter Bank Balance

Does your chapter have its own bank account or access to separate funds maintained by your Section for the chapter’s use?  □ Yes  □ No
If "yes", indicate year-end balance. $_________
Chapter expenses last year $_________
For joint chapters: do you receive funding from other societies?  □ Yes  □ No
If "yes", what was your total allocation from them last year (excluding ComSoc)? $_________________

Conference Chapter Challenge
To participate in the challenge please provide the number of members in your chapter
____________________________

Contact John Pape: j.pape@comsoc.org (if needed)

ComSoc Chapter Achievement Awards

Regional Directors and Director Membership Programs Development will select chapter achievement awards based on last year's activities (2014) and questions below:

Did your chapter promote membership development?  □ Yes  □ No  (specify):

Did your chapter use Membership Development Support Grant funds?  □ Yes  □ No  (specify):

Name three activities or initiatives used to increase membership in 2014?

Did your Chapter hold educational or public relations programs and/or student activity meetings?  □ Yes  □ No (specify):

Did your chapter hold activities for young and student members?  □ Yes  □ No (specify)

Was the local communications industry involved in your Chapter's activities?  □ Yes  □ No (specify):

Did your Chapter organize any full day/half day seminars, symposia or conferences?
Has your Chapter participated in a DLT? □ Yes □ No  Comments

Has your Chapter participated in a DSP? □ Yes □ No  Comments

Did members receive grade promotions? □ Senior □ Fellow  Comments

Did your Chapter hold at least 3 technical meetings? □ Yes □ No (specify):

Were meetings reports (L-31) submitted to your IEEE Section secretary on time? □ Yes □ No

Provide other information supporting your chapter's exceptional achievements.

Payment Method for Approved Funds:

□ Concentration (HOP) Bank Account (6-digit number):

□ Wire Transfer (information required for successful transfer)

   Complete Bank Name:
   Street Address:
   City:
   State / Country:
   Bank Account Name:
   Bank Account Number:
   Swift#:

Final funding decisions are made by the Director-Membership Programs Development.

ComSoc web site is www.comsoc.org (see “About ComSoc” for chapter information). You may direct questions to Carole Swaim (c.swaim@comsoc.org) and Carol Cronin (c.cronin@comsoc.org)

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