

# **SIGCHI Guideline for Supporting HCI in Developing Worlds (Amendment to the SIGCHI Policy for Development Fund)**

V1.6

February 15, 2015

## **Purpose**

With its mission to be a geographically inclusive global community, SIGCHI has been making efforts in developing worlds in Asia, Latin America, Africa and so forth to promote HCI development world-wide. SIGCHI recognizes that local communities in developing worlds have specific and often unique difficulties in developing HCI in their country/region. SIGCHI would like to invite the local communities to be a part of the SIGCHI family so that SIGCHI can better work together with local communities to jointly overcome these barriers. SIGCHI is providing financial resources through the SIGCHI Development Fund to support activities that are helpful for HCI in less-developed regions and growing a worldwide SIGCHI community.

This guideline is an amendment and further specification to the SIGCHI Policy for Development Fund (<http://www.sigchi.org/about/policies/devfund>) to highlight our commitment to and address the special needs in developing worlds. It serves as an outline for how the SIGCHI Executive Committee (EC) evaluates proposals to support the developing world.

## **What to Support**

SIGCHI supports activities that are in accordance with the above aims. In general, the activity should encourage mutual learning and connection between SIGCHI and local communities, help local communities network between each other and self-organize work on their own issues, help local communities to mature and become self-sustainable and get local communities more involved in SIGCHI activities.

When considering supporting an activity, SIGCHI would like to see that it leads to establishing a relationship that is mutually beneficial to both parties and contributes to strengthening and expanding the SIGCHI community.

When supporting an activity, SIGCHI would like to see its support as a kind of 'seed' and therefore expects to see clear reasons as to how it will help cultivate self-sustainability of the local community as SIGCHI will not provide long term continuing support.

Some examples of the proposals that have been successful in the past include:

- Funding a regional workshop that leads to the formation of a SIGCHI local chapter in Indonesia
- Funding a series of workshops to connect academia and industry in less-developed regions in Brazil that helped expand the SIGCHI chapter in the country
- Funding speakers to a workshop held in Beijing on HCI education in Asia that facilitates discussions on better delivering HCI courses and programs in the

region and leads to a following up workshop on the same topic at CHI2015 in Seoul

- Funding speakers from the SIGCHI community to attend the India HCI Conference that helps the local community and increases local awareness of SIGCHI
- Funding winners of a student competition at a local conference to attend the student competition at CHI
- Funding a get-together dinner for HCI professionals in Africa that initiated the formation of a local community intended to be affiliated to SIGCHI and an endeavor across Africa to found the inaugural pan-Africa conference - AfriCHI

All of these examples met the Development Fund funding criteria and included explicit discussion about the benefit to the SIGCHI membership and how that benefit would be communicated.

In general, the activities SIGCHI prefers to support include but are not limited to the following:

- Events for community growth in a country or region
- Funding travel for invited speakers from SIGCHI's community at local events
- Events for connecting different communities, which could be in the sense of geography, discipline or academics/industry etc.
- Activities related to HCI education
- Student volunteers at local events or SIGCHI sponsored events
- Tutoring PhD students to present papers at SIGCHI sponsored events
- Summer schools or mentoring activities
- Scholarships for students that show promising development
- Sending representatives (local leaders or students) from local communities to major SIGCHI events

For any SIGCHI supported activities, SIGCHI's support should be acknowledged properly to the activity participants and in public by the local organizers. In the long term and in a way both parties feel comfortable, SIGCHI would expect the support to lead to establishing some stable mutual beneficial relationships with the local communities, which could be, but is not limited to, one or more of the following:

- a series of regional events that has a stable in-cooperation status with SIGCHI, or may develop into a SIGCHI sponsored/co-sponsored event in the future (<http://www.sigchi.org/conferences>)
- a regional community in SIGCHI Communities scheme (<http://www.sigchi.org/communities>)
- a local SIGCHI chapter (<http://www.sigchi.org/connect/local-sigs>)

## **Procedure**

Proposals for funding should follow the procedure outlined in the SIGCHI Development fund process, however the SIGCHI EC champion will always be the SIGCHI Adjunct Chair for Developing Worlds.

Generally this will be for the local communities to come up with proposal ideas, discuss back and forth with the SIGCHI EC champion to identify feasible activities, develop the ideas into proposals, and submit the proposals for the SIGCHI EC to review and approve.

For the proposals where financial support is provided, SIGCHI will not provide up-front funds. The local organizers, after the activities, will need to follow ACM processes for reimbursement with receipts.

After the activities, the local organizers need to provide a brief summary report to the EC. The local organizers should disseminate the outcome in an appropriate format to the SIGCHI membership. Relevant examples include writing up a short article on the sponsored activities and the local community to be published in ACM Interactions magazine, or through publications or events at a major SIGCHI conference.

**SIGCHI Contact:** Adjunct Chair for Developing Worlds

## Appendix:

# ACM SIGCHI Development Fund

ACM SIGCHI, the ACM Special Interest Group on Computer-Human Interaction, brings together people working on the design, evaluation, implementation, and study of interactive computing systems for human use. ACM SIGCHI provides an international, interdisciplinary forum for the exchange of ideas about the field of human-computer interaction (HCI). In recognition of the international and interdisciplinary nature of our field, and the resource constraints that can stifle the exchange of ideas across such a diverse community, the SIGCHI Executive Committee has set aside funds to support projects which will contribute to advancing the field of HCI and to communicating information within SIGCHI.

## ACM SIGCHI Development Fund

### Call For Proposals

#### Submission Process

All SIGCHI Development Fund proposals must have an SIGCHI Executive Committee Champion. The current SIGCHI officers are available on-line at <http://www.sigchi.org/people/officers>. Any member of the Executive Committee may act as champion for a proposal, but in general officers will be more likely to champion a proposal if it is within their specific organizational focus area. We encourage you to discuss your proposal with a member of the Executive Committee in advance, but it is not required. When you are ready to submit your proposal, send it via e-mail to: [sigchi-devfund@acm.org](mailto:sigchi-devfund@acm.org).

#### Funding Criteria

The absolute criteria for funding are:

1. Quality ideas for building the field of HCI and/or the HCI community and the communication of information within SIGCHI.
2. The project must be relevant to and provide value to SIGCHI members.
3. The project must disseminate its results to the relevant members.
4. The funding must be for a single activity, although the activity can take place over a number of years. If the activity is the beginning of what will become a perpetuated event, the project must include a plan for obtaining continued funding from sources other than the SIGCHI Development Fund.
5. SIGCHI Development Funding will not pay for labor cost of ACM and/or SIGCHI members.
6. SIGCHI Development Funding discourages the purchase of equipment. If, however, equipment is absolutely required and cannot be provided by others there must be a plan for returning equipment, as directed, to the control of the SIGCHI Executive Committee.

7. For events that span multiple years, funding may be only for the current year and funding for future years must be requested annually and cannot be guaranteed.

## The Proposal

Proposals can be submitted by any SIGCHI member.

An acceptable proposal should answer the following questions:

1. Title: What is the project to be called?
2. Subject matter: What is the purpose of this project?
3. People: Who speaks for, and take responsibility for this project? Who else is on the team? What are their qualifications to do this project? What is your expectation of success?
4. Duration: Will this project need on-going, continual funding? If so, how many years of seed money are being sought, and what is the plan for continuing funding?
5. Schedule: When will it start and end?
6. Relevance: What SIGCHI members are this project relevant to? Do they have similar projects already underway? How will they be involved?
7. Potential value: What is the potential value of the proposed project to SIGCHI members?
8. Product: What will be the outcome of the project?
9. Delivery vehicle: Who is the audience for this outcome? How will these people be informed of the outcome? Where applicable, how will they get access to it?
10. Additional funding: Have you considered other sources of funding? Will someone match SIGCHI Development Funding?
11. Dependency: What other things does the successful completion of this project depend upon?
12. Previous work: What work has already been done in this area and how will this project build on it?

### References:

<http://www.sigchi.org/about/policies/devfund>