

Guidance for IAFSS Sponsorship of Summer Schools

Document prepared by the “*Professional development offerings, education material and sharing of teaching resources*” subgroup of the IAFSS Education Committee (EC) and by the Early Career Researchers and Professionals Committee (ECRP Committee)

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Objectives

The mission of the IAFSS is to promote research, education, dialog and cooperation in fire safety science and this mission can be accomplished in part through the organization of Summer Schools.

Summer Schools can have different formats and are understood here as educational programs, led by IAFSS or by other organizations, offered in-person and/or online, over a period of a few days or a few weeks, and taking place outside of regular programs offered by academic institutions.

The objectives of Summer Schools considered for sponsorship by the IAFSS are to:

- Promote the progress and advancement of fire safety science and engineering.
- Inform on the state-of-the-art on topics of interest in fire science and share knowledge within the fire research community.
- Provide updates to practicing engineers and researchers on progress made on different topics in fire safety science and engineering.
- Facilitate the development of international networks in the fire research community, both between established leading scientists and between students and early career researchers.
- Help provide a better value proposition to IAFSS members and encourage new membership.
- Increase the visibility of IAFSS and promote interactions with other research communities relevant to fire.

Format

Sponsorship of Summer Schools by the IAFSS is based on the following criteria:

- The focus of the Summer School is on a topic relevant to fire safety science and engineering.
- The Summer School is non-profit.
- The target audience of the Summer School is a higher-education population at post-graduate, masters, doctoral, post-doctoral, or professional levels.
- Participants are explicitly encouraged to become IAFSS members.
- The Summer School encourages diversity (in terms of nationality, gender and if appropriate, research profile) among students and lecturers.
- Sponsorship by the IAFSS is recognized and visible on communication and instructional material.

- The language of the Summer School (oral and written material) is English.
- A report is provided to the IAFSS after the Summer School.

Application

The application dossier should include the following:

- A description of the Summer School topic and organization.
- A description of the venue, including teaching and accommodation facilities.
- A preliminary program, including a list of lecturers (and IAFSS membership status if possible).
- A preliminary budget (including details on the breakdown of costs and on additional sponsors).
- An evaluation of the financial contribution requested from the IAFSS and a description of how the funding will be used.

The application should be submitted in June of the year preceding the organization of the Summer School. The application will be then reviewed by a selection committee composed by the Co-Chairs of the Education Committee and the Early Career Researchers and Professionals Committee of the IAFSS. A decision on recommendation for funding will be made by the selection committee through voting. If one of the Co-Chairs is involved in the organization of the Summer School, this Co-Chair has a conflict of interest and will not participate in the discussion and voting process associated with that particular application.

The goal of the IAFSS is to sponsor one Summer School every year, ideally with a rotation between the three geographical regions of the IAFSS, *i.e.* Europe-Africa, the Americas and Asia-Oceania. Should multiple applications be considered simultaneously and recommended for funding, they will be ranked by the selection committee based on the following (in order of importance): excellence (technical and pedagogical); diversity; and IAFSS visibility.

Level of Support

After the selection committee makes a positive recommendation for funding, the Trustees of the IAFSS consider the level of financial support to be provided. The level of financial support is variable and depends on details of the application (in particular the breakdown of costs in the budget, for instance, the plan to collect contributions from other sources, the plan to collect registration fees, the expected number of participants, the duration of the event, etc), the IAFSS financial status, and other competing requests for funding. The expected range of contributions by the IAFSS is to provide between 4000 GBP and 10000 GBP for each selected Summer School. Requests below or above those levels will also be considered.