Request for Proposals (RFP) to Host the IEEE Jordan AI Modeling Hackathon 2.0

Introduction

The IEEE Jordan Section is pleased to announce a **Call for Proposals** from Jordanian universities to host the **second edition of the IEEE Jordan AI Modeling Hackathon 2.0**, scheduled during the **last week of June 2026.** This final day will be preceded by an online qualifying round

This national competition brings together IEEE Student and Graduate Student Members to showcase their skills, creativity, and innovation in addressing real-world artificial intelligence challenges. A special track will be dedicated to professional members, if enough registrations are received.

Through this Request for Proposals (RFP), the IEEE Jordan Section seeks a distinguished university partner capable of providing an appropriate venue, technical infrastructure, and organizational support to ensure a successful event and an exceptional experience for all participating teams.

Objectives

The primary objective of this RFP is to select a hosting venue that provides an optimal environment for the competitors, ensuring they have the resources and support needed to excel in the IEEE Jordan AI Modeling Hackathon 2.0.

Proposal Submission

Proposals must be submitted by a Jordanian IEEE student organization unit (Student Branch, Student Branch Chapter, or Student Affinity Group) affiliated with the proposing university. All proposals should be sent to the main contact person **Dr. Mohammad Abdel-Majeed** by **April 18, 2026**.

Venue Requirements

The proposed venue must meet the following criteria to be considered suitable for hosting the IEEE Jordan AI Modeling Hackathon 2.0:

- **Space and Layout:** The venue must provide adequate space to accommodate all participating teams from Jordan, with a layout that allows for both individual and team work. The venue should facilitate a competitive yet collaborative environment. Usually in such competitions a space for a minimum of 200 participants is required. However, this is not the sole factor in making the final decision.
- **Server Facilities:** Depending on the selected challenges, the host university may be required to provide a dedicated server. Although this was not necessary in the first edition of the competition, it may be required in full or partial for the upcoming edition.
- **High-Speed Internet Access:** The venue must provide reliable, high-speed Internet access. Uninterrupted connectivity throughout the competition is crucial to support the participants' needs, including downloading datasets, coding, and submitting solutions.
- **Computer Facilities:** Participants are required to bring their own laptops for the competition. The host university is not required to provide computer labs or additional machines.
- **Results Display:** The host university must provide a large screen or display in the venue to show real-time competition results and updates.
- **Technical Support:** The host university must provide on-site IT staff to support the server (if needed), Internet connectivity, and competition platform during the event.
- **Prizes and Sponsorship:** The host university is expected to provide awards for the winning teams. The Awards include the top team teams overall and the winning team in each track. These may be offered directly by the university or in partnership with supporting companies.
- **Air Conditioning:** The venue must be fully air-conditioned to ensure a comfortable environment for the duration of the 8-hour competition.
- **Food and Drinks:** The venue must arrange catering services to provide at least one meal, as well as snacks and drinks throughout the competition. This may be provided by the host university or sponsoring companies.
- **Backup Power:** The venue must have a reliable backup power solution (e.g., UPS or generator) to avoid interruptions during the competition.
- **Media & Documentation:** The host university should provide media coverage (photos, video, or live updates) to promote the event and highlight the university's role as a host.

- **Security:** The venue must ensure the safety and security of all participants and equipment. This includes secure access to the venue and monitoring throughout the event.
- **Accessibility:** The venue should be easily accessible by public and private transportation and comply with accessibility standards for participants with disabilities.

Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- **Compliance with Venue Requirements:** Alignment with specifications and technical needs outlined in the call for host.
- **Quality and Reliability of Facilities and Services:** Adequacy of the venue, equipment, staffing, logistics, and all supporting services needed for a successful competition.
- **Experience Hosting Similar Events:** Demonstrated history of organizing academic, technical, or hackathon-style events. This is a plus not a requirement.
- **Cost and Value:** Overall cost-effectiveness and the value offered relative to the proposed budget and services.

After submissions are received, the **IEEE Jordan AI Modeling Hackathon Steering Committee** will appoint an evaluation panel exclusively consisting of **IEEE members and domain experts who are not affiliated with any of the competing universities** to ensure fairness and neutrality.

Notes:

- Site visits maybe needed.
- If two or more proposals achieve similar scores, the priority will be given to the university that did not host an IEEE Jordan Section's national event.
- The university selected to host the event must provide an **official support letter** from its administration confirming its commitment to meet all requirements specified in this call for host and in the submitted proposal.

Proposal Format

Proposals should include the following information:

- **University and Student Organization Details:** Name, address, and contact information of the university and the IEEE student organization unit.

- **Venue Description:** Detailed description of the proposed venue, including capacity, layout, and photos if available.
- **Facilities and Services:** Information on how the venue meets each of the specified requirements.
- **Experience**: Details of previous events hosted by the university that are similar in scope to the IEEE Jordan AI Modeling Hackathon.
- **Budget and Costing:** An itemized budget proposal covering all costs associated with hosting the event.

Summary of Hosting Expenditures

Based on the experience of universities that have previously hosted similar IEEE events, the following categories summarize the typical expenses to be considered:

- **Awards**
- **Lunch and Catering** (participants, ushers, and supervisors)
- **Coffee Break** (participants, ushers, and supervisors)
- **Transportation for Participants:** Buses to facilitate transporting students to and from central pickup points designated around the hosting university. **This is optional but a great plus in the proposal**.
- **Pintables and Branding Materials** (certificates, shields, roll-ups, backdrop, checks, badges, etc.)
- **Reliable sound system** in the competition hall to deliver instructions and announcements to all participants throughout the event
- **Tables and Chairs Rental if not available locally**
- **Display Screens**
- **Media Coverage**
- **Additional Display Screens** for announcements and the live scoreboard

Past Hackathon: IEEE Jordan AI Modeling Hackathon 1.0

Below are selected photos from the first edition of the IEEE Jordan AI Modelling Hackathon, hosted in 2025 by Al-Ahliyya Amman University. These photos are provided to give you a general sense of how the event day was organized. However, you are not limited to this format and are encouraged to propose the setup you believe is most suitable.

For additional details, you may refer to the event report on IEEE Vtools: https://events.vtools.ieee.org/m/483523

Contact Information

For any inquiries or to submit your proposal, please contact:

Dr. Mohammad Abdel-Majeed - M.Abdel-Majeed@ju.edu.jo

Conclusion

We look forward to receiving your proposals and selecting a venue that will contribute to a successful and memorable IEEE Jordan AI Modeling Hackathon 2.0. Thank you for your interest and commitment to supporting the IEEE community and the next generation of engineers and technologists.