**Call for Applications**

**Student Sustainability Network: Conference Support**

**Deadlines:**

1. **November 30th 2018** for winter and spring conferences (Jan-April 2019)

2. **April 30th 2019** for summer and fall conferences (May – Dec 2019)

The UBC Sustainability Initiative (USI) is excited to offer [Student Sustainability Network](https://sustain.ubc.ca/sustainability-student-network) (SSN) members the opportunity to apply for funding to attend a sustainability-related conference.

To apply, you must identify your chosen conference and complete this application form, indicating expected expenses and your interest in attending the conference. Funding up to $500 will primarily support the conference fee, but you may also request other conference-related expenses.

**Eligibility criteria:**

* Applicant must be a SSN member and a UBC student at the time of the conference
* The conference must relate to sustainability
* The conference must support advancement of your career and/or co-curricular goals related to sustainability
* Applicants must agree to all the conditions outlined in the application

Applicants are encouraged to consult with [Kshamta Hunter](mailto:kshamta.hunter@ubc.ca) at USI, regarding eligibility criteria, specifically your choice of conference, before submitting an application.

Successful applicants will be funded up to a maximum of $500; with two students funded per application cycle. Applications are accepted at two times during the year: November 30th 2018 for winter and spring conferences (Jan-April 2019) and April 30th 2019 for summer and fall conferences (May – Dec 2019). Applicants can apply for multiple conferences, but only one award per student will be given over the course of the year.

**Submit your application to:**

Kshamta Hunter, Manager, Sustainability Student Engagement, UBC Sustainability Initiative (USI): [Kshamta.hunter@ubc.ca](mailto:Kshamta.hunter@ubc.ca), 604-827-3754. Please name the file as follows: First name\_Last name\_SSNyear (for example: Kshamta\_Hunter\_SSN2018).

Application

**Personal Information:**

|  |  |
| --- | --- |
| Full Name |  |
| Faculty |  |
| Program |  |
| Expected graduation date |  |
| Are you a current SSN member |  |
| Will you be an active UBC student during the time of the conference |  |

How are you involved in sustainability at UBC? (Word limit: 100 words or less)

|  |
| --- |
|  |

**Conference Information:**

|  |  |
| --- | --- |
| Name of the conference |  |
| Date(s) of the conference |  |
| Location of the conference |  |
| Conference web link |  |
| Is there a special student component to this conference? |  |

How is this conference related to sustainability? (Word limit: 100 words or less)

|  |
| --- |
|  |

Will you attend the whole conference or part of it? Please explain. (Word limit: 50 words or less)

|  |
| --- |
|  |

Why are you interested in attending this conference? (Word limit: 100 words or less)

|  |
| --- |
|  |

What do you hope to get out of attending this conference? How would this learning support advancement of your career or co-curricular goals? (Word limit: 100 words or less)

|  |
| --- |
|  |

**Representing and Reporting:**

How would you prepare to represent UBC at this conference? (Word limit: 50 words or less)

|  |
| --- |
|  |

What types of questions might people have about sustainability at UBC when you are at the conference? (Word limit: 50 words or less)

|  |
| --- |
|  |

How would you share what you learn at the conference with your campus and the surrounding community? For example, organize a session for the SSN members. (Word limit: 50 words or less)

|  |
| --- |
|  |

**Budget:**

What would you use the SSN conference funding for? Clearly articulate your budget and other expenses associated with the conference. Please identify expenses that you are requesting support for.

|  |  |  |
| --- | --- | --- |
| Budget Item | Estimated Expenses | Expenses requested from SSN |
| Conference registration fee |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total Expenses |  |  |

|  |  |
| --- | --- |
| SSN can only support part of the funding, primarily conference fee (up to $500), if you need more to cover food, accommodation, travel etc. will you be able to cover these extra expenses? |  |

**Please read and accept the following conditions for funding:**

I will attend a session to learn about UBC Sustainability projects and initiatives before the conference

I will do my best to represent UBC sustainability at the conference

I will submit a one page report to the UBC Sustainability Initiative (USI) detailing my attendance record and reflections of the conference

I will be available to do a short interview with the USI Communications staff after the conference, with my photo to be published on the USI sustain website

|  |  |  |
| --- | --- | --- |
| Name: | Signature: | Date: |