**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 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, 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)

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**Conference Information:**

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| 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)

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

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

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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)

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**Representing and Reporting:**

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

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

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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)

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**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.

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

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| --- | --- |
| 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

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| Name:  | Signature:  | Date: |