**CALL FOR PROPOSALS**

**Sustainability Education Grants**

**The Sustainability Hub**

**DEADLINE: May 14, 2023**

The Sustainability Education Grant program provides support to faculty members and teams of faculty members to design and build sustainability curricula that offer applied, experiential and interdisciplinary learning opportunities for students.

University graduates are entering a world characterized by the climate change emergency, and economic and social instability. These trends, along with other sustainability challenges, are systemically linked. Learning about and addressing these key issues requires interdisciplinary perspectives, innovation and expertise.

The Sustainability Education Grant program, in its small and large grant streams, supports faculty members who wish to build or refine curricula focused on a sustainability issue or challenge that demands creative and transformative ways of teaching and learning. This program supports UBC’s Core Strategic Area of Transformative Learning and looks to contribute to helping UBC fulfill its climate commitments and respond to the university’s [Climate Emergency Recommendations](https://bm-climate-emergency-2020.sites.olt.ubc.ca/files/2021/02/4_2021.02_Climate-Emergency-Engagement.pdf). We particularly encourage proposals related to climate change, climate justice, biodiversity, resilient communities and circular economy.

As a grant recipient, project leads join the [Sustainability Fellows](https://sustain.ubc.ca/teaching-applied-learning/sustainability-fellowships) program and meet periodically throughout the academic year to learn from each other, connect with other sustainability efforts on campus, and work on shared emergent projects. There is an expectation that project leads will join most or all of these monthly meetings which will be in person on the UBC Vancouver Campus.

**Objective:**

* Inspire the design and development of interdisciplinary, experiential and applied curriculum options for UBC students to learn about a sustainability topic or challenge.

**Project Scale & Scope:**

* Proposed curriculum projects can be on any scale, but must focus on a for-credit option. For example, proposals can be to revise or create a **course**, revise or create a **cluster of courses** around an issue or theme, or develop a **certificate, minor or major program**.
* Field and summer courses and/or programs are within scope.
* For the large grant stream (up to $10,000 per year for two years), the proposed curriculum must be accessible to students (undergraduate or graduate) from two or more Faculties.

**Eligibility & Roles:**

* Current UBC-V faculty members with an ongoing role are eligible to apply.
* For the large grant stream, each curriculum proposal requires two faculty members (project leads) and project leads must be from a different Faculty, Department or discipline.
* For the small grant stream (up to $5,000 for one year) the proposal requires one faculty member as project lead.
* Project leads for the large grant stream (up to $10,000 per year over two years) must commit to participating as a Sustainability Fellow for the duration of the project.
* Additional project applicants are encouraged, but only the project leads will act as Sustainability Fellows.

**Budget & Duration:**

* Grants are awarded for one or two-year periods. The large grant stream accepts proposals for two years for up to $10,000 per year. The small grant stream accepts proposals for one year for up to $5,000.
* Proposals should reflect the scale and scope of the project. For example, a proposal to revise or create a new course will likely require fewer funds than a proposal to develop a new minor program. A budget must be provided.
* Funds can be used for curriculum project work, including hiring consultants, staff and students, attending conferences and purchasing resources.

**Project Lead Responsibilities:**

* Project lead appointments are for one or two years (depending on your project timeline), beginning in September 2023.
* Fellows are required to attend a 2-hour launch meeting at the beginning of the academic year, as well as program meetings approximately every 2 to 4 weeks during the academic year (duration of these will range between 60 and 90 minutes depending on the frequency of the meetings). Typically, meetings will not be scheduled over the summer.
* One-year grants: Project leads must present a progress report in January 2024 and a final project report at the end of Year 1. Final reports must include a financial report and any unspent funds at the end of Year 1 will be returned to the UBC Sustainability Hub to support future grants.
* Two-year grants: Project leads must submit an interim progress report at the end of Year 1, and a final project report at the end of Year 2. The final report must include a financial report and any unspent funds at the end of Year 2 will be returned to the UBC Sustainability Hub to support future grants.

**Project Support:**

In addition to the Sustainability Education Grants, the UBC Sustainability Hub offers a range of support services that will be available to you and which include:

* Managing the Sustainability Fellowship program to connect faculty members across disciplines and share curriculum development knowledge and practice
* Making sustainability curriculum resources available, such as UBC’s [Sustainability Education Framework](https://sustain.ubc.ca/teaching-applied-learning/sustainability-fellowships/sustainability-fellowship-outcomes), and other general resources
* Connecting you to curriculum experts including Senate representatives
* Suggesting co-curricular student engagement options
* Helping promote new sustainability courses or programs to students across campus
* Providing comprehensive information on sustainability courses and interdisciplinary themes at UBC\*
* Connecting you to resources such as the Climate Hub workshops and the Climate Teaching Connector program to support the delivery of in-classroom sustainability content

*\*We encourage you to review UBC’s existing courses that address sustainability-related issues. Our team curates an up-to-date database* [*of 700+ sustainability courses*](https://sustain.ubc.ca/teaching-applied-learning/courses)*. We can organize these courses by interdisciplinary theme and help expose barriers to access (e.g., pre-requisites) and availability (e.g. course popularity).*

**Application Requirements:**

* Completed application form, including a signature of support from the Department Head or Dean of each Project Lead
* Curriculum Vitae (short CV form − maximum five pages) for each Project Lead

**Submit your application to:**

Oliver Lane, Manager, Teaching and Learning at the UBC Sustainability Hub: oliver.lane@ubc.ca

The Selection Committee includes the UBCV Vice-Provost and Associate Vice-President Academic Affairs, the Sustainability Hub Academic Director and the Sustainability Hub Manager of Teaching and Learning.

**The awards will be announced mid-June 2023.**

**APPLICATION 2023**

**Sustainability Education Grant**

**Deadline: May 14 2023.**

**Project Title**

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**Project Duration** (state if you are you applying for a one or two-year grant)

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**Applicant Information**

The Project Leads participate in the annual Sustainability Fellows program. Indicate with an asterisk (\*) which project lead will hold the project funds.

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| **Project Lead - Name** |  |
| **Position or Title** |  |
| **Department / Faculty** |  |
| **Address** |  |
| **Email & Phone** |  |
| ***Signature*** |  |
| **Project Lead - Name** |  |
| **Position or Title** |  |
| **Department / Faculty** |  |
| **Address** |  |
| **Email & Phone** |  |
| ***Signature*** |  |

**Other Applicants**

*Indicate all other co-applicants’ names and their titles, affiliations, and UBC email addresses, separated by commas.*

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**1. Project Summary**

Describe your project in language that is accessible to a wide readership. Think of this as an elevator pitch aimed at convincing others of the value of the proposed work. (maximum 250 words)

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**2. Statement of interest in curriculum development and sustainability education**

For each Project Lead, provide an overview of: a) your knowledge of, and experience with, curriculum development, b) your experience with sustainability education, and c) a statement indicating how you think interdisciplinary, experiential and applied curriculum can add value to sustainability education. (maximum 1 page each)

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| **Statement of Interest for [Project Lead Name]:**  **Statement of Interest for [Project Lead Name]:** |

**3. Detailed Project Proposal**

Describe in detail your proposed curriculum project, including the overall project objectives, project work plan, timeline and milestones, and highlight anticipated challenges and potential mechanisms to overcome these obstacles. (maximum 2 pages)

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4. **Interdisciplinary focus**

Describe how your project and project team bring an interdisciplinary lens to this work. (maximum 500 words)

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**5. Project Outputs and Deliverables**

Describe what your project will do or create as a result of implementing the work plan. Ensure your outputs and deliverables meet the requirements of this program. (maximum 500 words)

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**6. Project Impact**

Describe the impacts you anticipate as a result of this project. Explain how these impacts will benefit students, instructors and sustainability education at UBC. (maximum 500 words)

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**7. Budget Summary**

Provide a budget for the duration of your project (one OR two years), indicating how funds will be allocated in each year. Note that up to $10,000 is available per year for the large grant stream (for a total of $20,000 for both years combined). For the small grant stream, $5,000 is available for one year. Funding for hiring students must align with UBC student salary guidelines.

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| **Budget Item** | **Estimated Expenses Yr 1** | **Estimated Expenses Yr 2 (If applicable)** |
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| **Total Expenses** |  |  |

Expenses: Only one Project Lead will hold the funds (see Applicant Information), and your department will be responsible for processing all project expenses.

**8. Cash or in-kind support to be contributed by your partners for this project, if applicable**Name of partner organization, amount of contribution (cash or in-kind support)

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**9. UBC Department/Faculty Approvals**

The Dean or Department Head of *each project lead* must sign.

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| I support this application and confirm that the Department and/or Faculty has the intention of offering the project deliverable (e.g. course(s), certificate, program) on an ongoing basis. | Name of Head/Dean and title | Signature |
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