



UBC SEEDS Sustainability Program: Research Project Description Form

This proposal may be subject to change based on each faculty supervisor’s curricular learning objectives

PART 1: PROJECT INFORMATION					
Primary Project Theme (max. 1):			Secondary Project Themes		
<input type="checkbox"/> Biodiversity	<input type="checkbox"/> Finance	<input type="checkbox"/> Procurement	<input type="checkbox"/> Biodiversity	<input checked="" type="checkbox"/> Finance	<input type="checkbox"/> Procurement
<input type="checkbox"/> Buildings	<input type="checkbox"/> Food	<input type="checkbox"/> Transportation	<input type="checkbox"/> Buildings	<input type="checkbox"/> Food	<input checked="" type="checkbox"/> Transportation
<input type="checkbox"/> Climate	<input type="checkbox"/> Health	<input type="checkbox"/> Waste	<input checked="" type="checkbox"/> Climate	<input type="checkbox"/> Health	<input checked="" type="checkbox"/> Waste
<input checked="" type="checkbox"/> Community	<input type="checkbox"/> Land	<input type="checkbox"/> Water	<input type="checkbox"/> Community	<input type="checkbox"/> Land	<input type="checkbox"/> Water
<input type="checkbox"/> Energy	<input type="checkbox"/> Materials	<input type="checkbox"/> Wellbeing	<input type="checkbox"/> Energy	<input type="checkbox"/> Materials	<input checked="" type="checkbox"/> Wellbeing
<b>Project Title:</b> Sport Hosting Vancouver: Sports Event Evaluation Tool					
<b>Project Main Purpose:</b> To better guide decision making for Sport Hosting Vancouver by establishing a mechanism for assessing economic, environmental, and social performance of sporting events of various scales in Vancouver.					
<b>Project Background/ Context:</b> Sport Hosting Vancouver attracts, develops, and supports world-class sport events in Vancouver through great partnerships, enthusiastic guidance and an innovative approach. There is a desire to better measure the economic, environmental, and social outcomes of events (including legacy + media impact) in order to assess better assess the success and impact of large-scale sporting events, and help guide decision-making for SHV.					
<b>Contribution to Sustainability at UBC:</b> Evaluating events through a sustainability lens will help UBC take its sustainability targets into consideration when evaluating whether we should host future events on campus and how we can decrease our impact on the environment.					
<b>Outline of Project Details:</b> Phase 1 <ul style="list-style-type: none"> <li>• Meet with Sport Hosting Vancouver at kick-off meeting to determine key interests in this project</li> <li>• Review best practices internationally for evaluating large-scale events along economic, social, and environmental dimensions.</li> <li>• Interview academic and technical experts to identify lessons learned from other sports organizations, key opportunities, and gaps in sport event evaluation frameworks</li> <li>• Research existing data on recent sport events in Vancouver, and meet with individual SHV members to determine available data for range of sporting events</li> <li>• Assess weakness and strengths of existing models: given existing data for various Sports events at various scales in Vancouver, what model is viable? What additional environmental/social/economic data would need to be collected to ensure robust evaluation framework? What would a pilot evaluation framework look like in Vancouver?</li> </ul>					



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- Draft recommendations for an evaluation framework tool specific to Sport Hosting Vancouver, to be piloted in 2018/2019
  - Present recommendations to stakeholders for discussion and feedback
  - Submit draft report with executive summary, goals, methods, findings, recommendations to stakeholders for review and feedback
  - Incorporate feedback into final report, to be published on SEEDS Sustainability Library
- Phases 2 + 3 (pilot and implement framework) to be determined upon completion of phase 1

**Deliverables:**  
*This section pertains to what is expected at project completion. All SEEDS Projects require an executive summary, a report, and a presentation.*  
 A robust event evaluation tool  
**Required**  
 [Critical Milestones](#) (please click on link for more information)  
 Executive Summary (2 page max.)  
 Report  
 Presentation  
 Other (e.g. prototypes, a demonstration, conceptual designs, full build, video, application, installation, etc.)  
*Please specify other deliverables: \_\_\_\_\_*

**Anticipated Outcomes:**  
 This project will allow for economic, community, environmental, media, and legacy impacts to be measured for large-scale sporting events, allowing creation of a baseline and evaluate relative impact of various criteria on outcomes, and ultimately leading to more impactful large-scale sporting events in Vancouver.

**Anticipated Initiation and Completion Date:**  
*Please indicate the optimal timeline you would like this student research project conducted and any key milestone deliverables.*  
 Summer 2018

**Potential information sources:**  
<https://sporthostingvancouver.ca/>  
 Successful student will also be introduced to experts in the field of sport and sustainability

**Desired Student Qualifications:**  
 Graduate student who is well-versed in research and has a general knowledge of the sporting event landscape

**Budget (if any):**



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This is a funded position, which may take the form of a MITACS partnership

**Funding:** Students interested in funding opportunities for this project, please **check out the AMS Sustainability Fund** at: [amssustainability.ca](http://amssustainability.ca)

**PART 2: PROJECT TEAM**

**Primary Staff Clients:**

Sport Hosting Vancouver  
UBC Athletics

**Secondary Staff Clients:**

**Faculty Members:**

To be confirmed

**SEEDS Project Coordinator/Manager:**

David Gill

**PART 3: ANTICIPATED OPERATIONAL STAFF, FACULTY AND STUDENT RESPONSIBILITIES**

**Staff Client(s):**

- Review project proposal.
- Attend initial project team “kick-off” meeting or workshop to review project proposal collaboratively, discuss expectations, identify resources, and to set agreed-upon project milestones.
- Commit to ongoing communication engagement with the project member or team. This is typically through meetings, email communication or in-class workshops.
- Review and provide comment on any submitted progress reports and draft report.
- Attend final project report presentation.
- Complete the end of term SEEDS Project Evaluation Surveys.
- Inform SEEDS Representative if any work content is sensitive and/or confidential in nature, and what measures they would like to implement to manage this content.
- If you are contacted by the media or initiate contact with the media please inform them that you are not speaking on behalf of the SEEDS Sustainability Program. If you expect that your project will receive media coverage please inform SEEDS Representative.

**Faculty Members:**

- Explain how student will be graded for the project and how the project mark fits into the course mark.
- Support student throughout project with expertise and advice as needed.
- Ensure students understand their reports will be published and made available to the public.
- Ensure students understand that they can opt out of having reports published by submitting a written request to the SEEDS Program or contacting [SEEDS.opt.outs@ubc.ca](mailto:SEEDS.opt.outs@ubc.ca).
- Attend student presentation of project.



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- Complete the end of term SEEDS Project Evaluation Surveys.
- If you are contacted by the media or initiate contact with the media please inform them that you are not speaking on behalf of the SEEDS Sustainability Program. If you expect that your project will receive media coverage please inform SEEDS Representative.

**Student/Student Team:**

- Meet project deliverables.
- Propose and commit to ongoing communication engagement schedule with your staff clients and other project team members. This is typically through meetings, email communication or in-class workshops and serves as an opportunity to discuss project progress and receive guidance. Attend final meeting with staff and present final research deliverables including your recommendations for implementation and future research.
- Using the [SEEDS Cover Page template](#), electronically submit the project report including an executive summary, to UBC SEEDS Sustainability Program within two weeks of project completion. SEEDS staff will distribute the published report to all project team staff clients.
- Ensure there is no personal information (student ID, e-mail addresses, phone numbers, etc.) in the body of the final project report.
- Student reports will be published and made available to the public. Students will receive an email with a link to their report and opt-out information. If you do not want your report to be published through public channels, please inform the SEEDS representative in writing, or contact [SEEDS.opt.outs@ubc.ca](mailto:SEEDS.opt.outs@ubc.ca).
- Complete the end of term SEEDS Project Evaluation Surveys.
- If you are contacted by the media or initiate contact with the media please inform them that you are not speaking on behalf of the SEEDS Sustainability Program. If you expect that your project will receive media coverage, or have the opportunity to publish an article about the program or on your project, please inform a SEEDS Representative.
- Have you considered taking and submitting photos of your SEEDS project?
- You can submit up to eight (8) high-resolution photos with your final project report. The SEEDS Sustainability Program may use your photo for promotional purposes such as online (website), through social media (Facebook, Twitter, Instagram), or in print publications. Photo credit will be given to the photographer in all instances so please tell us who took the photo. You will also need to have [photo consent forms](#) signed by anyone who you photographed and submitted with the photograph. Some tips to taking a good photo with your phone:
  - Focus on capturing emotion and action
  - Take the photo with your phone positioned horizontally
  - Follow the rule of thirds (check out Wikipedia for a definition)
  - If you are taking pictures with people, expressions should be confident, honest, open, sociable, and bold (looking directly at the camera), where appropriate
- Social Media: Exploring opportunities to promote your project to the UBC campus and beyond



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- We know that you will be excited to share your project with others via online channels. We ask that you use #UBCSEEDS so we can track your project and help share your project with others.
- Please ensure that you give your SEEDS representative the heads up that you've posted something online so that we can re-tweet, like or comment on your original social media content.