## PART 1: PROJECT INFORMATION

<table>
<thead>
<tr>
<th>Primary Project Theme (max. 1):</th>
<th>Secondary Project Theme/s (max. 2):</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ Biodiversity</td>
<td>☑ Finance</td>
</tr>
<tr>
<td>☑ Buildings</td>
<td>☑ Transportation</td>
</tr>
<tr>
<td>☑ Climate</td>
<td>☑ Waste</td>
</tr>
<tr>
<td>☑ Community</td>
<td>☑ Land</td>
</tr>
<tr>
<td>☑ Energy</td>
<td>☑ Materials</td>
</tr>
<tr>
<td>☑ Materials</td>
<td>☑ Wellbeing</td>
</tr>
</tbody>
</table>

**Project Title:**
Biodiversity Policies and Practices Analysis

**Project Main Purpose:**
This project and its recommendations will inform the creation of the UBC Biodiversity Strategy by examining current UBC policies and practices that relate to biodiversity, and conducting a comparison of these with two established biodiversity plans: the City of Vancouver, and City of Singapore.

**Project Background/ Context:**
UBC is in the process of developing a Biodiversity Strategy to promote all types of biodiversity on campus. In an effort to align this new plan with global best practices, there is an interest in evaluating where UBC’s current policies and practices (in the absence of a biodiversity plan) compare to other leaders in biodiversity. The City of Vancouver’s biodiversity plan has been selected as one of the comparisons because of the city's proximity to UBC, and the need for integrated biodiversity systems between UBC and Vancouver.

**Contribution to Sustainability at UBC:**
This project directly informs the updating of the Campus Plan and the Green Building Plan, and is intended to identify areas where UBC’s current policies and practices either conform to best practices in biodiversity planning, or require improvement.

**Outline of Project Details:**
Students will be asked to review current policies and practices relating to campus biodiversity including: Land Use Plans, Integrated Stormwater Plan, REAP, LEED Implementation Guide, and Bird Friendly Guidelines.
Students will then review the two selected biodiversity plans from the City of Vancouver, and Singapore and perform a comparison of UBC’s current policies and practices with each. Based off of the results of this comparison, students will make recommendations on the strengths and weaknesses of UBC’s biodiversity policies and practices, and how they should be addressed in the Biodiversity Strategy.

**Deliverables:**
*This section pertains to what is expected at project completion. All SEEDS Projects require an executive summary, a report, and a presentation.*

**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.)
A visual representation of each of the two comparisons.

**Anticipated Outcomes:**
That this project will inform the creation of the UBC Biodiversity Strategy, and help align it with global best practices.

**Anticipated Initiation and Completion Date:**
September 2017 - May 2018

**Special considerations:**
This project’s scope may be limited to a comparison with a single external biodiversity plan, on the recommendation of faculty.

**Potential information sources:**
See project description.

**Desired Student Qualifications:**
Students with a background in planning would be ideal.

**Budget (if any):** N/A

**Funding:** Students interested in funding opportunities for this project, please check out the AMS Sustainability Fund at: amssustainability.ca

<table>
<thead>
<tr>
<th>PART 2: PROJECT TEAM</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Primary Staff Client:</strong> Dean Gregory</td>
</tr>
<tr>
<td><strong>Secondary Staff Client:</strong> Penny Martyn, Jeff Nulty, Douglas Justice, Tara Moreau</td>
</tr>
<tr>
<td><strong>Faculty:</strong> TBD</td>
</tr>
<tr>
<td><strong>SEEDS project Coordinator/Manager:</strong> Kathleen Simpson</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PART 3: ANTICIPATED OPERATIONAL STAFF, FACULTY AND STUDENT RESPONSIBILITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staff Client(s):</strong></td>
</tr>
<tr>
<td>- Review project proposal.</td>
</tr>
<tr>
<td>- Attend initial project team &quot;kick-off&quot; meeting or workshop to review project proposal collaboratively, discuss expectations, identify resources, and to set agreed-upon project milestones.</td>
</tr>
<tr>
<td>- Commit to ongoing communication engagement with the project member or team. This is typically through meetings, email communication or in-class workshops.</td>
</tr>
<tr>
<td>- Review and provide comment on any submitted progress reports and draft report.</td>
</tr>
<tr>
<td>- Attend final project report presentation.</td>
</tr>
<tr>
<td>- Complete the end of term SEEDS Project Evaluation Surveys.</td>
</tr>
<tr>
<td>- Inform SEEDS Sustainability Program Representative if any work content is sensitive and/or confidential in nature, and what measures they would like to implement to manage this content.</td>
</tr>
</tbody>
</table>
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 Sustainability Program Representative.

Faculty:
- 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.
- Attend student presentation of project.
- 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 Sustainability Program Representative.

Student:
- 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 Sustainability Program 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 Program in writing, or contact 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 Sustainability Program 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.
- Campus and Community Planning is not able to post images of your work directly to social media on your behalf. For Campus and Community Planning to be able to promote your work through our digital communication channels, we need to be able to re-tweet, like or comment on your original social media content. Please ensure that you give Campus and Community Planning or UBC Sustainability the heads up that you’ve posted something online so that we can share it.

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