# Experience UBCO Access Excellence Fund (EUAEF) Template Proposal:

**Proposal Grant Tier:**

* Launch Grants ($1,000 - $10,000)
* Sustain Grants ($10,000 – $50,000)
  + Years of Funding Requested:
    - 1 year
    - 2 years

**Project Overview**

1. **Project Title:**
2. **Executive Summary:** (250 words)
3. **Project Participant Information:**

*The following information is required for all Primary Collaborators*

* + **Name:**
  + **Position Title:**
  + **Email Address:**
  + **Faculty/Department/Group:**
  + **Biographies of Primary Collaborators:** (provide one paragraph for each primary collaborator in the proposed project that provides an overview of their relevant expertise)

**Detailed Project Description**

1. **Rationale:** Why are you undertaking this project? What specific need will it meet, and how does it intersect with unit, division, and/or institutional access program goals? (750 words)

1. **Project Deliverables*:*** Provide a brief description of the expected outputs of the project. (250 words)
2. **Impact*:*** Who will benefit from this project, and how? (250 words)
3. **Geographic Region:** What geographic region will be targeted? (250 words)
4. **Equity-Deserving Groups Supported:** What equity-deserving groups will be supported by your project?(250 words)

* Low Socio-Economic Status (SES)
* Black
* Indigenous
* Students of Colour
* New to Canada (e.g. new immigrants, permanent residents, etc.)
* Lesbian, Gay, Bi-Sexual, Transgender, and Queer (LGBTQ+)
* Women (STEM)
* Students with Disabilities
* First Generation

1. **Assessment:** How will you measure the success of this project? (250 words)
2. **Project timeline:** Provide a clear timeline, including major milestones and progress reports.
3. **Sustainability:** What are the plans for sustaining and/or sharing the project beyond the AEF funding limits? (250 words)
4. **Evaluation Plan:** How will the feasibility of the project be evaluated. For example, evaluation could include insights, learnings, improved community relations, sustainability and feasibility of project, impact on scholarly activity, impact on practice, etc. (250 words)

**Project Budget**

1. **Rational Budget:** Provide a summary of the major rationales and justifications for the type, amount and duration of funds requested. Include as much information as possible on the major expenditure milestones (250 words)
2. **Existing Resources:** A description of existing university resources leveraged in support of the project (250 words)

Supporting Documents & Information

1. **Additional Resources (Optional):** Bibliography, appendix documents, etc.