

**Skylight Development Grants**

**General information and instructions**

* The maximum grant from Skylight per proposal is $5,000.
* A matching funds commitment, of equal or greater value, from your home department or program is required. Matching funds may not be in-kind contributions.
* In your project description, please explain **the need and the potential impact and benefit** to teaching and learning in the Faculty of Science and **the number of students (and/or faculty) impacted**. Please also indicate how you plan to **evaluate** the project, the **timelines** of the proposed work and how it will be **sustained** beyond the lifetime of the grant.
* Skylight encourages student-initiated grant proposals. However, all proposals must be developed in consultation with a faculty or staff member from the Faculty of Science, who must be listed as the principal applicant or co-applicant.
* Approval of the head or director of your home department or program is required.
* Applications are evaluated by a small committee with members drawn from Skylight, the Dean’s Office, and SUS.
* Successful applicants are asked to provide a one-page report on their project 12 months following receipt of the grant.
* **APPLICATION SUBMISSION**: After obtaining all signatures, your application can be scanned and submitted to [skylight@science.ubc.ca](mailto:skylight@science.ubc.ca) by noon on the due date.

**Budget information and instructions**

* The [TLEF website](http://tlef.ubc.ca/application-process/) has a useful list of current pay rates for common positions (see the Cost Estimates section at the bottom of the page).
* Please provide as much detail as possible in your budget items
  + e.g.: UTA: $14.90/h × 6 h/week × 13 weeks = $1162.20.
* Equipment requests may be funded if there is a pedagogical need clearly identified in the proposal and no other source of funding exists. A maximum Skylight contribution of $3,500 per competition can be used to fund equipment.
  + Equipment that can be funded: computer peripherals such as audio/video equipment, some lab equipment.
  + Equipment that cannot be funded: computers, printers, monitors, lab consumables (glassware, reagents, etc.), supplies.

**Further information**

For questions about the budget, or any other aspect of your Skylight Development Grant application, please don’t hesitate to contact Eric Jandciu at [jandciu@science.ubc.ca](mailto:jandciu@science.ubc.ca). For general inquiries, contact us at [skylight@science.ubc.ca](mailto:skylight@science.ubc.ca).

Some additional information can be found on our website: <https://skylight.science.ubc.ca/grants/skylight>

**Skylight Development Grants Application Form**

Please submit the completed and signed form to [skylight@science.ubc.ca](mailto:skylight@science.ubc.ca) by noon, June 20, 2017

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| **Contact Information** | | | | | | | | |
| Principal applicant’s name | |  | | Email | |  | | |
| Department / unit | |  | | | | | | |
| Names of other applicants | |  | | | | | | |
| **Request Summary** | | | | | | | | |
| Project title | |  | | | | | | |
| Amount requested from Skylight (CAD) |  | | Amount of matching (CAD) |  | | Source of matching | |  |
| **Project Description (*see Page 1 for requirements*)** | | | | | | | | |
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| **Budget Breakdown (*see Page 1 for an example*)** | | | | | | | | |
|  | | | | | | | | |
| **Departmental Approval** | | | | | | | | |
| Signature of principle applicant | |  | | | Signature of Head / Director | |  | |
| Name | |  | | | Name | |  | |
| Date | |  | | | Date | |  | |

Please limit your application to one page.