



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. Applicants will be notified of the results of the adjudication process within 2-3 weeks of the application deadline.
- 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 by Thursday, June 20th, 2024 at 12:00pm (noon).

Budget Information and Instructions

- Please provide as much detail as possible in the budget breakdown section.
- The [TLEF website](#) has a useful list of current pay rates for common positions (see the Budget Considerations section at the bottom of the page).
- If you plan to employ undergraduate or graduate students to work on your project, you will likely be hiring them as Undergraduate or Graduate Academic Assistants (UAAs or GAAs) unless they are doing TA work. For more information about hiring UAAs and GAAs, please visit the [HR website](#) (requires CWL to login). You may also want to consult the [CUPE 2278 salary scale](#) on the HR website for the list of current hourly pay rates for UTAs and GTAs which can serve as a helpful guideline when hiring UAAs and GAAs.
- 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 contact Gülnur Birol at birol@science.ubc.ca. For general inquiries, please contact us at 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 by **Thursday, June 20th, 2024 at 12:00pm (noon)**.

Contact Information				
Principal Applicants Name:		Email Address:		
Department/Unit:				
Names of Other Applicants:				
Request Summary				
Project Title:				
Amount Requested from Skylight (CAD):		Amount of Matching Funds (CAD):		Source of Matching Funds:
Project Description & Timeline				
<i>Please describe your work plan, timeline for the proposed work, and overall objectives below.</i>				
Need & Impact				
<i>Please describe the need for this project and its potential impact/benefit to teaching and learning in the Faculty of Science (including the number of students and/or faculty that will be impacted) below.</i>				
Evaluation & Sustainability				
<i>Please describe how you plan to evaluate the success of your project and how you will sustain it beyond the lifetime of the grant below.</i>				
Budget Breakdown (please see Page 1 for instructions)				
Expense	Purpose/Activity	# of Units	Unit Rate	Cost
Total Cost:				
Departmental Approval				
Signature of Principal Applicant:		Signature of Head/Director:		
Name:		Name:		
Date:		Date:		

Please limit your application to two pages.