Partnership Recognition Fund Application | September 2019

**IMPORTANT:** This is NOT the PRF application form. This is a copy of online questions provided for your convenience when preparing an application. **Please submit your final application at:**

<https://ubc.ca1.qualtrics.com/jfe/form/SV_b8Fh7lq6ea69MUJ>

*The first three questions will help determine your eligibility. If you answer “no” or “not sure” please contact us at* [*community.engagement@ubc.ca*](mailto:community.engagement@ubc.ca?Subject=PRF%20Eligibility) *so we can better understand your proposal and discuss options.*

**Q1 Does the proposed project have a co-applicant from a community organization and a co-applicant who is a current UBC student, faculty or staff member?**

* Yes
* No
* Not Sure

**Q2 Is the community organization a** [**registered charitable organization**](https://www.canada.ca/en/revenue-agency/services/charities-giving/giving-charity-information-donors/about-registered-charities/what-difference-between-a-registered-charity-a-non-profit-organization.html) **or** [**other qualified donee**](https://www.canada.ca/en/revenue-agency/services/charities-giving/other-organizations-that-issue-donation-receipts-qualified-donees/other-qualified-donees-listings.html)**?**

* Yes
* No
* Not Sure

**Q3 Has your relationship/partnership been in place for at least one year?**   
  
**Note: a formal partnership is not required but we ask that you have been connecting in some way for at least one year.**

* Yes
* No
* Not Sure

**Q4 Project title:**

**Q5 UBC co-applicant details:**

* First name
* Last name
* Job title
* Unit/Department/Faculty
* Email
* Phone

**Q6 Community co-applicant details:**

* First name
* Last name
* Job title
* Organization name
* Email
* Phone

**Q7 Project start:**

**Q8 Project end:**

**Q9 Affiliated UBC Campus:**

* Vancouver
* Okanagan

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**Q10 Amount of Funding Requested ($500 to $1500):**

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**Q11 What is the partnership history of the co-applicants? Who has been involved and for how long? What have you previously worked on and accomplished together? (1200 characters or less).**

**Q12 Please describe your proposed project. What activities are planned? What do you hope to accomplish? How will all partners, especially the communities you’re working with, benefit and be involved? (2400 characters or less).**

**Q13 Will your project team develop any products or hold public events? If yes, please provide any important dates or deadlines (e.g. dates of scheduled events, publications, etc.) (2400 characters or less).**

**Q14 List the main project expenses:**  
*Example:   
  
Catering: $300  
Transportation: $500  
Room rental: $200*

**Q15 The Partnership Recognition Fund is designed to help fill small resource gaps incurred by community partners as a result of a partnering with UBC. How do the expenses listed above meet this goal? (2400 characters or less)**

**Q17 Please have one co-applicant sign here:**

I certify that the information on this application is true, correct and complete in every respect, and if awarded the fund, I agree to abide by the established terms and conditions.  
  
  
I certify that both co-applicants have seen and agree to the above.

***The online form has a signature box here*.** 