

C8: Supermileage 2016/17 PAF Application

UBC Engineering Professional Activities Fund (PAF) Application Form 2016-2017 Recurring Projects

COVER PAGE

PAF funding is available for recurring projects which support professional development activities, have received PAF funding in the preceding year, and have at least 15 members. Applications for recurring projects close in September.

Please use the PAF website, <http://paf.engineering.ubc.ca/> to verify eligibility and application requirements.

Please ensure that you include the following in the application:

- Your requested amount of PAF funding
- Project-specific budget
 - Competition subtotal, and project subtotal included
 - Equal income and expenses (if multiple projects, split income between them)

All applications for PAF funding must be submitted online. The application must meet the following requirements:

- Included as an attachment to the online application in the format of this document
- Be a .docx file
- Formatted for US Letter size paper (8-1/2" x 11")
- Be no more than five pages in length (excluding the cover page)
- Include your latest PAF Report

If needed, applicants may include a 2-page budget and a beneficiaries list as Appendices.

If awarded funding the applicant must submit a final report to the PAF Coordinator.

For questions or clarification, please contact the PAF Coordinator at paf@apsc.ubc.ca or the Engineering Undergraduate Society President at president@ubcengineers.ca after reviewing the PAF website.

**UBC Engineering Professional Activities Fund (PAF) Application Form
2016-2017 Recurring Projects**

PROJECT NAME:

Type of Application: Student Team / Professional Development Event / Other:

Principal Applicants Name:

Department/Program:

Email:

Secondary Email:

Phone:

Associated Group (if applicable):

All correspondence regarding this application will be addressed to the principal applicant.

Has this project been previously funded by PAF? Yes / No

Did you collect the full amount of PAF funding for this previously funded project? Yes / No

Have you and/or your associated group already applied for PAF funding this cycle? Yes / No

If yes, please list the other applications during this cycle:

Project Title:

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Project Summary:

Briefly describe the project and how it meets PAF's goals of supporting professional development activities. Include updates on your short- and long- term goals.

Project Timeline:

Please briefly describe your project's timeline.

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Impact on UBC Engineering student learning:

How has your project impacted student learning? How will you continue to ensure that your project contributes to the development of the professional skills of engineering students?

Multi-year budget request: Yes / No

Multi-year requests allow projects to modify their funding timelines to meet their project's needs. For more information please visit the PAF Guidelines.

For new requests:

Total Requested:

Over the project timeline of up to 3 years

Yearly requests (this should add up to the Total Requested):

Year 1:

Year 2:

Year 3:

For approved requests:

Total approved:

Amount scheduled for 2016-17:

Budget:

Create a budget using the table below (add more rows as necessary). If needed applicants can include their budget in the appendix. **List funds anticipated from PAF** and from other sources,

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indicating if they have been received (R) or applied for (A). Students are highly encouraged to seek alternative sources of funding to support their proposal.

Sources of Income	Amount	Received (R)/Applied for (A)
PAF		A
TOTAL INCOME		
Expenses	Amount	Justification
COMPETITION SUBTOTAL		Funding capped at \$1500
PROJECT SUBTOTAL		Funding capped at \$6000
TOTAL EXPENSES		

Beneficiaries:

Please to the best of your ability identify the students benefitting from this event, **including all members of your team** even if they are not working on this project. If unknown, please give the approximate numbers, and identify if the students are benefitting directly (D) or indirectly (I). If needed applicants may include the beneficiaries list in their appendix.

Name/Group	Department/Program	Email	D/I