Partnership Recognition Fund Application Questions June 2021

**IMPORTANT:** This is NOT the PRF application form. This is a copy of online questions provided for your convenience when preparing an application. To submit your final application, look for **How to Apply** on the [**Partnership Recognition Fund**](https://communityengagement.ubc.ca/our-work/partner-recognition-fund/) page

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

**Q1 Does the proposed project involve at least one co-applicant from a community organization and at least one 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
* I have contacted UBC Community Engagement about how to receive funds

**Q3 Has your relationship/partnership been in place for one year or more?**

**Note: a formal partnership is not required but we ask that you have been connecting in some way for approximately one year or more. The PRF is not a seed fund for starting new partnerships.**

* Yes
* No
* Not Sure

**Q4 Project title:**

**Q5 Project start:**

**Q6 Project end:**

**Q7 Affiliated UBC Campus:**

* Vancouver
* Okanagan

**Q8 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).**

**Q9 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).**

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

**Q11 List the main project expenses:**  
*Example:*

*Catering: $300\Transportation: $500  
Room rental: $200*

**Q12 Community co-applicant details:**

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

**Q13 UBC co-applicant details:**

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

**Q14 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*.**

**Q15 Would you like a copy of this proposal emailed to you and your co-applicant?**

* Yes
* No