

UBC Connects at Robson Square Sample Application

Welcome to the Connects at UBC Robson Square application!
Please be sure to review the criteria on our [website](#) before proceeding.

Required:

Full Name

Contact Email

UBC Faculty/Department or Organization Name

Program Idea/Title

Proposed Date

Proposed Time of Day

Event Partners (if applicable)

What is the intended format of your event?

- In-Person Only
- Virtual only
- Hybrid (in-person and virtual)

What kind of supports do you need for your event? (select all that apply)

- Communications (e.g. writing copy, designing graphics)
- Program design
- Financial support
- Event planning/logistics
- Marketing/promotions
- Other (please specify)

Please provide an estimate of your planned expenses with the funding provided.

Example:

Speaker fees - \$500

Volunteer honoraria - \$1000

Catering - \$1000

Social media ads - \$200

Total: \$2700

How many people do you anticipate to attend your event?

Share a short write-up describing your event (max 100 words).

Engagement

How do you plan on engaging audiences from the general public *and* the UBC community? (max 100 words)

Describe your engagement plan for the public and UBC community (e.g. event partners that can help with promotions, budgeting for social media ad spends, communications plans, etc.).

Relevance

How does your event showcase UBC knowledge and/or research in a way that is accessible to the public? (max 100 words)

Feasibility

What are your goals for this event? How will you measure its success and impact? (max 150 words)

If applicable:

Which of the following topics does your event align with? (select all that apply)

The following are the UBC President's Office strategic goals that this initiative will prioritize every application cycle. However, we will consider events and programs that fall under other topics (e.g. artificial intelligence, social justice, knowledge exchange, etc.)

- Anti-racism and equity, diversity and inclusion
- Indigenous engagement and reconciliation
- Climate change, climate justice, and sustainability

Please describe how your event engages the Indigenous community and/or highlights reconciliation. (max 100 words)

Please describe how your event highlights anti-racism or equity, diversity and inclusion. (max 100 words)

Please describe how your event highlights climate justice and/or sustainability. (max 100 words)

Thank you for applying to UBC Connects at Robson Square. Our reviewing committee will be assessing applications as soon as possible and you will receive a response in 2 weeks time. We will reach out to you for more information as needed.

If you have any questions or concerns in the meantime, don't hesitate to reach out to us at connects.robsonsquare@ubc.ca.