



Grants Eligibility Guidelines

Before a grant is sent to the adjudication committee, it must meet the requirements outlined below. If the criteria below are not met, the grant can be withdrawn from the candidate pool.

Overview

All applications must include one (1) UBC student and one (1) community organization who are listed on the application.

Student Status

Both grants

- Only undergraduate and masters degree-seeking students are eligible for C2C and C&I grants. PhD students are not eligible.
- Students must be studying at UBC-Vancouver campus, Okanagan students should contact Robyn Bunn at the Student Experience Office (robyn.bunn@ubc.ca).
- Diploma, certificate and [non-degree](#) students are not eligible for CCEL grants.
- Students currently on co-op are eligible.

Chapman & Innovation

- Multi-student teams should contact a CCEL advisor to learn about administration and honoraria processes.

Community Partnership

- A UBC student cannot receive funds to work with their own organization. UBC students who have founded or co-founded a registered non-profit must partner with an additional community organization that is separate from the one they have founded. Alternately, a non-affiliated student can apply for funds to support the organizations efforts.
- UBC student groups and clubs are not eligible for a CCEL grant, however, a member of the organization can apply to represent the efforts of the group. The project must be in partnership with an appropriate community partner. The partnership cannot be between a student and a student group.
- Partnerships with for-profit business are not eligible.



Project Eligibility

Budget

All expenses must be in line with [UBC Expenditure Guidelines](#).

Connect to Community (C2C)

- The budget cannot be spent on a student stipend.
- Budget should outline all project costs, not just the grant allotment. The budget should provide a full project expense summary.

Chapman and Innovation (C&I)

- The budget can allot up to 12% for Community Partner administration (related to hosting and supporting the student at their location).
- The budget can allot up to 30% for a student stipend.
- Budget should outline all project costs, not just the grant allotment. The budget should provide a full project expense summary.
- Students can secure additional sources of funding to support the project or initiative. Any funds secured or applied for prior to the application should be disclosed in the submitted budget.

Location

- On-campus projects are not eligible for funding.
- Priority is given to projects that support marginalized or under-served communities.
- On campus partners (e.g. AMS, faculty, UBC staff, student clubs, etc.) are not eligible.
- Projects must take place in British Columbia.

Other

- Funding will not be approved for the same project in the following year or in subsequent years if the project is unchanged.
- Students are not limited in the number of grants, however, after the second win in the same grant they must demonstrate project innovations and how learning is measured.
- If you have been awarded a CCEL grant, you must submit your report before you can apply for new funding.
- Students can only apply to one grant per cycle (C&I or C2C).
- Funding shall not be used for personal gain of individuals or to fund an organization's ongoing operational or core expenses.
- Applications submitted after an event or project has been completed are ineligible.
- Projects that are deemed politically partisan can be disqualified from the grant.
- Your grant project cannot be for course-credit. Projects that are extensions or innovations on course-work are eligible but should be discussed with a grant advisor.
- Registration or travel to academic conferences are not eligible.

Contact CCEL (community.learning@ubc.ca) to meet with an advisor if any questions remain.