



THE UNIVERSITY OF BRITISH COLUMBIA

Equity Enhancement Fund Vancouver Guidelines (Winter 2009)

The Equity Enhancement Fund (EEF) is a University resource designed to assist academic and administrative units in creating new initiatives that will enhance equity within the University. The new initiative may benefit students, faculty and/or staff. Examples of appropriate use of the Equity Enhancement Fund include, but are not limited to,

- resources to design and offer new curriculum initiatives
 - funding a speakers series on diversity issues
 - developing a program to enhance employment opportunities for historically disadvantaged groups.
1. A request for funds may be submitted by faculty, staff or students but must be endorsed by a head of unit and submitted to the Associate Vice-President, Equity, by March 15 2009. Funds will be allocated by the Associate Vice-President, Equity, who will seek advice from the President's Advisory Committee on Equity, Discrimination & Harassment.
 2. Any academic or administrative unit may submit a request. UBC student groups that are not affiliated with an academic or administrative unit may submit a request for funds if the request is supported by an academic or administrative unit and is endorsed by the head of that unit.
 3. A request for funds must be accompanied by a clear statement of project objectives, rationale, and methods, a detailed budget, and a means to evaluate project outcomes. A request for funds should also include a description of how the project links to equity objectives. Preference will be given to projects accompanied by a long-term plan to maintain the initiative on a continuing basis through unit operating funds.
 4. Where possible, funds should be used to match unit funds.
 5. For the March 15, 2009 call for proposals, **proposals applying for funding of up to \$40,000 will be considered.** The Committee may approve one proposal of up to \$40,000 or several smaller proposals totaling \$40,000. For future calls for proposals, a lower limit may apply.
 6. Innovative projects are encouraged. Funds will not be used to fund a project that is a normal part of the unit's responsibilities and operating expenses, or, except in exceptional circumstances, to reinstitute a previously funded project in a unit.
 7. Priority will be given to projects that will make observable and/or measurable differences in the representation or experiences of students, staff, and/or faculty who are members of historically disadvantaged groups. In addition, priority will

- be given to projects that will have a continuing effect on enhancing employment or educational equity in a unit.
8. Projects that receive EEF funds are required to submit a brief report, including a financial accounting, to the Associate Vice-President, Equity upon completion of the project.
 9. The amount of funds and guidelines for their disbursement will be reviewed annually by the Associate Vice-President, Equity, and the PACEDH.