**Land Based Project Proposal at the UBC Farm**

**This document is for your personal records only. Please complete and submit your project through our** [**online form**](https://ubcfarm.ubc.ca/land-based-project-proposal/)***.***

This form will help us determine if your project is suitable and realistic for the capacity of our team and our current research priorities. This form will also begin your project's administrative file if your project is accepted by the CSFS team. The more information you provide, the easier it will be for us to discuss the feasibility of granting your project space at the UBC Farm.

**Applicant Information**

Project Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Applicant Name: first \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ last \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Applicant Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Indicate your role and UBC affiliation:

□ Non-UBC (indicate affiliation)

□ Staff

□ Undergraduate Student

□ Graduate Student

□ Postdoctoral Fellow

□ Faculty

□ Alumni

□ UNA Resident

□ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secondary Applicant Name: first \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ last \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List Team Members

indicate roles and affiliations (including students)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your project/organisation/lab/departmental/club’s website if relevant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Project Summary**

This is to give us a brief outline of the nature of your project. Some answers in this section will also affect the amount of questions and detail required from you in the sections to follow.

Estimated Project Installation/Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Estimated Project End Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This is when the site is completely cleared of your equipment and any field or forest space is ready for others to use.

What is the primary function of this project? Select all that apply.

□ Research

□ Education

□ Community Engagement

□ Industry Engagement

□ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Short Project Summary

Problem Statement/Research Question and/or Objectives written in language that can be posted on the CSFS website upon approval. 200-300 words.

Describe your project’s space needs: Area Size (m2)

Give us your best estimate of things such as: location, forested vs. agriculture field, storage and duration of space need (include start and end date). Please also indicate the proposed location of your space needs if applicable – please see [UBC Farm Map](http://lfs-ubcfarm-clone-2018.sites.olt.ubc.ca/files/2018/07/ubcfarmmap.pdf). 200 max words.

*If your project includes infrastructure, please print your construction plans and equipment etc. and attach them to your application.*

Describe what will happen at UBC Farm as part of your project

Where, when, how often, methods used, inputs used, labour needed etc. Note: Please indicate particular crop management practices, data collection, residue disposal, organic methodology required. If this information is included in your research plans or proposals, you may attach them to this application instead of filling out this section. 300 max words.

Describe your Operations

Equipment, labor, and inputs needed. 200 max words.

Does your project require exclusive land use? If not, can you describe ways your project could potentially integrate with other UBC Farm activities?

300 max words.

Funding Source(s) – These will be posted on the CSFS website upon approval.

Project Budget

Indicate Secured and Pending Expenses and Revenues. If necessary, attach a file for this section instead. Also refer to the UBC [Farm Land Use Site Fees](https://lfs-ubcfarm-epayment.sites.olt.ubc.ca/files/2017/10/UBC-Farm-Land-Use-Fee-Schedule-1.pdf). 300 max words.

*Please print your project budget and attach to your application.*

**Specific Evaluation Points**

The following questions, based on the UBC Farm Land Use Principles, are used by our team to evaluate project proposals. Take a moment to briefly (50 words max) explain how your project answers each question. In the case where some questions do not apply to your project, indicate "does not apply".

How does your project contribute to the UBC Strategic Plan?

See the [UBC Strategic Plan](https://strategicplan.ubc.ca/) for reference. 300 max words.

How does your project adhere to the Green Academic designation of the UBC Farm, the CSFS Academic Plan and the UBC Farm Land Use Plan?

Green Academic means that the UBC Board of Governors mandated the land to be used for “land-based teaching, research and community engagement.” Following the publication of the Cultivating Place plan, the UBC Farm has seen thousands of students, faculty, staff and highly engaged community members share in its official mandate to “integrate interdisciplinary academic, community, and production programs to explore and exemplify healthy and sustainable food systems.” Find out more about why the UBC Farm is designated Green Academic and what that means here. The CSFS Strategic Plan outlines key priorities for the Centre for Sustainable Food Systems (CSFS) to increase research productivity, improve our teaching infrastructure and develop new frontiers in knowledge mobilization and community engagement leading to sustainable, thriving food systems for all. 300 max words.

Describe how your project adheres to standard principles of academic rigor (e.g., demonstrated expertise, supervision, research or project design).

300 max characters.

What about your project is novel (i.e., how will this project contribute to new knowledge around sustainable food systems)?

300 max words.

What is your knowledge mobilization plan (i.e. publications, theses, community outreach and extension, communication plan, etc.)?

300 max words.

How are student and community training opportunities incorporated into your project (both for-credit and non-credit)?

300 max words.

Describe any risks posed by the project in relation public health, UBC Biosafety, Research Ethics, and Environmental Safety Standards. Indicate any compliance efforts you have worked towards with regulatory bodies.

For reference: [UBC Biosafety](http://lfs-ubcfarm-epayment.sites.olt.ubc.ca/land-based-project-proposal-at-ubc-farm/rms.ubc.ca/health-safety/research-safety/biosafety/), [Research Ethics](https://ethics.research.ubc.ca/), and [Environmental Safety Standards](https://rms.ubc.ca/). 300 max words.

What are the long-term ecological impacts of your project and what mitigation/remediation plans are in place?

300 max words.

How does your project respect organic production methods on designated/certified fields?

300 max words.

Is there anything else we should know?