Walter Gage served many areas of UBC for more than 50 years, five as president. He was fondly known as the ‘Dean of Everything.’ He impressed students with his superior teaching, his ability to remember names throughout the years, his concern for the individual, and his legendary helping hand. He was particularly interested in developing student aid programs and often gave financial aid to students from his own pocket. His generosity cut across all faculties at UBC and left an indelible mark.

APPLICATIONS
Applications must be made by a student. It is the applicant’s responsibility to ensure that the application is received in full. Please see the checklist of items that must accompany this form.

Applications should be submitted in person or by email at least 4 weeks in advance of the event. Applications received after an event has occurred will be declined.

CRITERIA
The fund supports student individual or group projects and activities that are of broad interest to students and enhance the reputation of UBC. The fund is administered by a committee, which is comprised of university staff, students, faculty and alumni.

The Walter H. Gage Memorial Fund Committee may allocate up to $2,000 per project. Other funding sources should be secured, and it is expected that students will provide a portion of their own expenses.

The Committee does not fund field trips, graduate student travel, participation in non-student conferences or any project that is part of the academic curriculum.

A brief written report and final financial statement must be submitted to the Committee after the project has been completed.

CONTACT
Walter H. Gage Memorial Fund Committee
Office of the Vice President, Students
6328 Memorial Road
Vancouver BC Canada
V6T 1Z2, Tel: 604.822.3644 Email: vpsassist@mail.ubc.ca
GRANT APPLICATION FORM

CHECKLIST

1. PERSONAL INFORMATION OF APPLICANT
   ☐ Name
   ☐ Mailing address
   ☐ Telephone and Email address
   ☐ Faculty and year
   ☐ Club or group
   ☐ Title of position if applicable

2. GRANT
   ☐ Amount applied for
   ☐ Amount received last year from Walter H. Gage Memorial Fund

3. FINANCIAL STATEMENT
   Revenue
   ☐ List amounts and sources of revenue (indicate anticipated or confirmed)
   ☐ Note amount of personal contribution made by applicant(s)
   ☐ Report support received from faculty, student association and/or club
   Expenses
   ☐ For all costs ie travel, registration, accommodation and supplies
   ☐ For a team event or conference, a breakdown per delegate is required
   ☐ Size of shortfall/surplus

4. OUTLINE OF PROJECT
   ☐ Name of event
   ☐ Location
   ☐ Date
   ☐ Names of students involved, noting faculty and year of study
   ☐ Brief description of event and its purpose

5. GENERAL INFORMATION
   ☐ State number of members in your organization
   ☐ Note the number of students that will directly benefit from this project
   ☐ Indicate how the project will benefit UBC and/or its students
   ☐ Explain the academic merit of the project and other pertinent information

6. RECOGNITION
   Explain how you will recognize the Walter H. Gage Memorial Fund and UBC.

7. SUPPORTING DOCUMENTATION
   Letter of support from dean, director or department head if applicable; or written support from Alma Mater Society if an affiliated club.

8. PAYMENT DETAILS
   A cheque will not normally be issued to an individual. The applicant must arrange for a transfer of funds with his or her faculty/school/department
   ☐ A transfer of funds to ____________________________________________________________
      Faculty/School/Department
      and ____________________________________________________________
      Speed Chart – Account – Fund – Dept ID (Org) – Project/Grant No.
   ☐ OR a cheque to be issued to ______________________________________________________
      Association/Society/Club/Organization

Attach any further information, endorsements or other items that you feel may benefit the Committee.
I/we agree to return any surplus funds not used for the purposes stated in the application.
I/we agree to abide by the terms and conditions as stated in this application. The information submitted is true and the correct to the best of my/our knowledge.

Name __________________________ Signature __________________________ Date __________