# SaP Fund Project Closure Report

As a recipient of the Students as Partners Fund, we ask that you complete this final report. The information you provide will be used to assess the impact of the SaP Fund, identify ways to better support future projects, and to evaluate the SaP initiative.

The final reports will be reviewed by the SaP team: Roselynn Verwoord (Strategist), Marissa Hall (Evaluation Specialist), and Polina Petlitsyna (Coordinator). Anonymized data collected from completed reports may be disseminated within and outside of the UBC community for scholarly activities (e.g., conferences, publications, newsletters). No names or other identifying information will be used. The deadline for submission is **one month after project completion.** This report should take approximately **15- 20 minutes** to complete.

# **Project Information:**

## Project title:

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## SaP Project Partners:

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| --- | --- | --- |
| **Name**  | **Role (faculty/student/staff)** | **Faculty/Department** |
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## Course Impacted

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| --- | --- |
| Course Code: |  |
| Course name: |  |
| Average annual enrolment in course/sections (enter a number):  |  |

# **Project Outputs and Outcomes**

## Please describe the primary outputs and/or products that resulted from your SaP project.

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# **Project Impact**

## A key goal of the SaP Fund is to enhance learning for UBC Vancouver students. Please select ALL areas of impact resulting from your SaP project.

[ ]  Student wellbeing

[ ]  Social inclusion

[ ]  Student engagement and attitudes

[ ]  Student understanding and course content

[ ]  Student learning and knowledge

[ ]  Student exposure to different ways of learning

[ ]  Increasing students’ awareness of equity, diversity, and inclusivity

[ ]  Other, please explain

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### Please provide details on each of the impact areas you selected in 3.1. – (For example, explain how student wellbeing was impacted)

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| --- | --- |
| Impact Area | Details |
|  |  |

## How do you know that the impacts listed in 3.1 occurred? Describe how you evaluated changes/impacts (e.g., collected survey data, conducted focus groups/interviews, learning analytics, etc.) and what was learned about your project from the evaluation. You are encouraged to include graphical representations of data and/or scenarios or quotes to represent and illustrate key themes.

|  |  |
| --- | --- |
| Impact Areas | Evidence They Occurred |
|  |  |

## Please list any challenges or barriers that you encountered during the project and that impacted your ability to achieve your project goals. For example, team conflict, external support, funding, UBC support gaps, etc.

# **Dissemination**

## Please provide a list of past or upcoming scholarly activities related to your SaP project. Please include full citations with author names, presentation title, date, and type of activity (e.g. journal article, conference presentation, symposium, newsletter article) and links. These will be added to a Scholarly Output section on the SaP website. Please e-mail any graphs, figures, or reports that represent the areas impacted.

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# **Project Sustainability and Expansion**

## Please describe upcoming planned activities (e.g., applying for another grant), if any, related to your SaP project.

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## Do you anticipate engaging in ongoing partnership work with some or all of the same partners? If so, please describe potential or planned activities.

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# **Budget**

## Please indicate how SaP funding was proposed and spent.

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| --- | --- | --- |
| **Budget item** | **Amount Proposed** | **Amount Spent** |
|  Student Salaries (up to $7000) |   |   |
|  Expenses (up to $100) |   |   |

## Were you able to accomplish all of the planned activities with the funding allocated? If not, please explain.

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## Please select any supplemental or additional funding (aside from the SaP Fund) that supported your project.

### [ ]  Co-op subsidy

[ ]  Work Learn subsidy

[ ]  Departmental funds

[ ] Other, please specify

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**To ensure that the SaP Fund provides the greatest possible benefits to students, unused balances must be returned to the SaP Fund for redistribution.**

Please indicate any remaining funding balance to be returned.

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# **Final Comments**

Any additional comments or feedback that you would like to share?

**If you have created any reports, documents, or resources about your project that you would like to share, please send them via email to roselynn.verwoord@ubc.ca.** With your permission, they may be shared on the SaP Fund website.