

STUDENT LIFE ACTIVITY GRANT PROCESS CHECKLIST

REVIEW TO DETERMINE ELIGIBILITY BASED ON GRANT GUIDELINES:		
1. Has the applicant identified how this event will impact UVic's campus community	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. Which activity or opportunity does the request relate to? <ul style="list-style-type: none"> • Travel off campus to event/activity benefiting the UVic community • Hold event/activity on campus to benefit the UVic community 		
3. Has the applicant identified how the event/activity will impact the UVic community so the greatest number of students are reached?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4. Has the applicant identified how the activity/opportunity supports Student Life initiatives?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. Has the applicant provided a sufficient written overview, along with a preliminary budget describing the nature of the request <u>relating to the criteria above</u> .	Yes <input type="checkbox"/>	No <input type="checkbox"/>
6. Is there supporting documentation included? Items to be considered include copies of registration/application forms, flight information, grocery receipts, letters of support from UVic Departments, club, Course Union, etc	Yes <input type="checkbox"/>	No <input type="checkbox"/>