



University of Manitoba Engineering Society

Endowment Fund Application Info



Topic to be Covered

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1. Overview



Purpose

- “The EEF is designed to support the pursuit of excellence in education, research and public service in the Faculty of Engineering at the University of Manitoba.” [<https://endowment.eng.umanitoba.ca/faq/>]
- For student groups, such as tech socs, it is meant to support continuing the educational and academic benefits that these groups provide.
- This can cover costs such as travel, testing, materials, etc. If it is appropriate for the stated objectives and activities, it applies!
- The funds **MUST** be used in a manner similar to that presented in the proposal.

1. Overview



Details

- For tech socs, typically the maximum amount that can be requested is 12 000\$.
 - Note that requesting 12 000\$ every year will not work! If it's a good application, you will still get some money, it will just be diminished. This is to allow a chance for newer student groups and other initiatives to have a chance at funding.
- Applications are typically due in October. This year, it is due on October 25 (Friday) **at 4:00pm**. Do not be late!
 - There will be reminder emails going out to your student email from the faculty.
- You will get a letter regardless of whether or not your tech soc ends up getting funding.

2. What to Submit



Proposal - What to Include

- Use the form from the EEF website for a point of reference.
- The proposal must include, and will be judged based on:
 - A clearly written proposal, including a clear statement of objectives.
 - Inclusion of a statement of activities for which funds are sought, and the personnel involved.
 - Inclusion of a schedule of activities, completion date of project, etc.
 - Inclusion of a detailed budget, itemizing proposed expenditure of funds.
 - Feasibility in terms of budget, schedule, personnel and technical content.
 - The value/benefit/recognition expected to accrue to students, staff, the Faculty, the University, etc.
 - Experience / Commitment of the applicant(s).
- The EEF Committee will rank the received proposals based on feasibility, practicality, and necessity. You can not solely rely on this as your only and major source of funding!

2. What to Submit



Things to do Once You've Been Awarded

- First, make sure you include a sticker or some form of recognition indicating that the EEF is a sponsor.
- Once the end of the competition season rolls around, you must submit a second report with a complete budget / spreadsheet.
 - This will include sending in receipts for everything that you are claiming.
 - Again, make sure that everything that is being claimed is consistent with what was originally in the proposal.
- Note that while there are technically two years to submit this, I HIGHLY recommend to not wait, and submit this the same year you received it. There have been issues with this, and too much information can be lost over the course of another year.

3. Examples



- Endowment Fund Proposal Example:
https://drive.google.com/file/d/1FKhpTk8wKVxIlla9JdCwR9D8jCQthHau/view?usp=drive_link
- Claiming the Award:
https://drive.google.com/file/d/1iOJC_6tltziBbvZj5Ewxp1qdmuBje-/view?usp=drive_link
- Examples to Reimbursement Submission:
https://drive.google.com/file/d/1tboeEoZFSb2wUA1DA6FW2DtOuHmY14c0/view?usp=drive_link

4. Important Links



Important Links

- <https://endowment.eng.umanitoba.ca/signup/> - Register
- <https://endowment.eng.umanitoba.ca/> - Login, FAQ, other info



Questions