PART A: To be completed by Faculty (Dean or Designate)

FACULTY MEMBER INFORMATION

SURNAME	GIVEN NAME
FACULTY	ACADEMIC RANK
DEPARTMENT/UNIT	

FUNDING INFORMATION

EMPLOYMENT START DATE (MM/DD/YY):	
FUNDING PROVIDED BY FACULTY/DEPT ($):	
FACULTY/DEPT COST CENTER (CC#):	
FACULTY/DEPT PROGRAM NUMBER (PM#):	
FUNDING REQUESTED FROM VPRI ($):	

ADDITIONAL INFORMATION:

REQUIRED ATTACHMENTS

Refer to Aspire Program Terms for more details on the Letters and Activity Plan.

- ☐ Dean's Letter of Support
- ☐ Letters of References (3 minimum)
- ☐ 5-year Research / Creative Activity Plan (3 pages max) - written by the candidate
- ☐ Curriculum Vitae

SIGNATURE

Name (Dean or designate):	Signature:	Date:

PART B: To be completed by VPRI	
ASPIRE FUNDING PROVIDED ($):	
ADDITIONAL INFORMATION:	
SIGNATURE	

Name (VPRI or designate):	Signature:	Date:

INSTRUCTIONS

Applications can be submitted anytime during the recruitment process but no later than 30 days after an offer letter is signed.

PART A - To be completed by the Faculty Dean or Designate

- Complete all sections in Part A

- Submit the form and required attachments to vprawards.ubco@ubc.ca

PART B - To be completed by the VPRI

- Once reviewed, approved, and signed, the form will be returned to the Faculty.

PART C - Offer letter

- Once the candidate accepts the offer, please submit a copy of the signed offer letter to

  vprawards.ubco@ubc.ca in order to open the grant account.