

**Quality Money Committee
Project Evaluation Procedure**
Students' Legislative Council (70.13)
Created: August 28, 2012 (70.13)
Amended: August 29, 2017 (75.22)



Evaluation Criteria

The Quality Money Committee will evaluate projects based on the following criteria.

1. The project will benefit either:
 - a. A large number of undergraduate students; or
 - b. A smaller, under-represented group of undergraduate students.
2. The impact of the project can be seen or felt within a short time frame (i.e. less than one year).
3. Financial feasibility:
 - a. The project is proposed to be initiated with the assistance of the Quality Money program, but is planned to run as a long-term or permanent program at the University of Calgary. The project application illustrates a means of reaching financial independence and stability after the Quality Money funding is exhausted.
 - b. The application is for a short-term project that could be completed if Quality Money was provided. The applicant does not foresee the need for additional financial assistance.
4. The project clearly aligns with at least one sub-category of the Quality Money Funding Pillars (see below).
5. The project application demonstrates support from the appropriate university unit.

Project Evaluation Timeline

The Quality Money Committee will meet during the Fall and Winter Semesters to review all projects received before the posted deadline. The cycle of Quality Money Project Evaluation is:

1. Quality Money project applications will be accepted by the Students' Union between September and the last Friday in November.
2. Quality Money project application binders will be provided to the Students' Union General Manager, University of Calgary Provost, Vice President Facilities, and Vice President Finance and Services for feedback.
3. The Quality Money Committee will meet as required between December and March to evaluate and deliberate on project applications based on the Evaluation Criteria (above).

4. The Quality Money Committee will approve selected projects and provide a summary report to SLC and the University of Calgary Provost, Vice President Facilities, and Vice President Finance and Services no later than March 30.
5. Project Holders (applicants) are contacted by the General Manager or designate on the status of their application in April.
6. The President will provide a summary report on approved Quality Money projects to the University of Calgary Board of Governors in May (or the soonest meeting possible).
7. Funding is received from the University of Calgary within 30 days of approval by the Board of Governors.
8. Conditional Funding Agreements are signed by Project Holders and funds are dispersed upon receipt of completed agreements. Projects commence once funds are received by Project Holders.
9. Interim reports are due to the Students' Union by March 30 of a given year until a project is completed. Final reports are due to the Students' Union 30 days after the completion of a project.
10. An annual report is delivered to the Board of Governors by the Students' Union President in June summarizing progress on the previous year's projects.

Funding Pillars

The Students' Union (SU) and the University of Calgary (U of C) value the input of students and strive to make campus a vibrant, inspiring, and comfortable place to learn, grow, and succeed. The Quality Money program began in 2003 and continues to be a unique program in Canada. The U of C Board of Governors provides this annual tuition relief funding to be redistributed to student-directed projects. These projects enhance the quality of student experience in ways that advance the university's strategic vision and Academic and Research Plans. As these funds come directly from students' tuition, students (via the SU Quality Money Committee) are directly empowered to allocate these funds to campus enhancement projects proposed by members of the campus community.

The SU Quality Money Committee evaluates Quality Money project applications according to three Funding Pillars. These pillars are derived from the SU's mission, vision, and values, as well as the U of C's 2017-2022 Eyes High strategy. The pillars outline key principles that enhance the overall student experience on campus and help focus the goals and outcomes of a project. When evaluating a project application, the Quality Money Committee will discuss how clearly the outcomes align with at least one of the pillars.

Funding Pillar #1: Quality of Education

The Quality of Education Funding Pillar focuses on projects that directly enhance University of Calgary students' academic experience.

Research and Exploration

The Quality Money program values projects that create undergraduate research opportunities and/or encourage students to explore research options in their field of interest. Strong projects may

encourage the exchange of knowledge across disciplines and/or shape, address, or advance relevant social, cultural, or technological challenges.

Collaboration and Communication

The Quality Money program supports projects that develop partnerships or initiate collaboration and focus on reaching a common academic goal. Bridges can be built between students, teams, or departments and faculties, allowing students to shape their learning journey.

Academic Excellence

The Quality Money program values initiatives that enhance a students' knowledge base, their critical thinking skills, and/or their ability to learn in the classroom through innovative programming, engaging experiences, and teaching and learning supports.

Funding Pillar #2: Quality of Student Life

The Quality of Student Life Funding Pillar focuses on projects that enhance students' wellbeing, provide extracurricular / co-curricular opportunities, develop innovative environments or experiences, and/or build a sense of community, culture, and pride on campus.

Support

The Quality Money program acknowledges that education is affected by numerous factors outside the classroom. The program believes in the importance of initiatives and services that support the diverse needs of current and future students, especially those that support students' health, wellness, and safety.

Balance

The Quality Money program complements students' research, learning, and work environment by encouraging the development of social, cultural, sport, and recreational spaces, services, and programs. These initiatives promote a united campus community and encourage students to spend time on campus.

Leadership

The Quality Money program supports activities or programs that develop leadership skills and empower students to become leaders on campus, in our city and around the world. The program values initiatives that ensure that the student voice is respected and has an immediate, far-reaching, and long-lasting impact.

Funding Pillar #3: Affordability and Accessibility

The Affordability and Accessibility Funding Pillar focuses on projects that create inclusive social and/or physical environments on campus.

Affordable

The Quality Money program values projects that create a vibrant, accessible, and inclusive campus community by maintaining low costs for student programs.

Accessible

The Quality Money program believes every student should have the opportunity to participate in an activity or program on campus and be fully aware of services available, regardless of the student's background.

Environment and Design

The Quality Money program supports projects that align with the needs of current and future students by making our physical environments more efficient and inclusive. The program encourages initiatives that focus on the sustainable, effective, and long-term use of both indoor and outdoor spaces on campus.

Exclusions

The Quality Money Committee will not consider projects:

- That do not align with at least one Funding Pillar, and therefore do not advance the university's strategic, academic, and research goals;
- That aim to create a profit;
- That earmark more than half of the project budget for staff compensation (e.g. wages, honoraria, gifts, etc.) without clear justification;
- That request retroactive funding for previously incurred costs;
- That duplicate, partially or fully, another project, program, or service currently being offered at the University of Calgary;
- That assume partnership requests, or otherwise do not budget for any applicable costs related to space booking; or
- That do not have a positive impact on campus and the campus community.