

Dept.	Designated / Bookable Space	Space Notes	Lab and Machining Facilities	Facilities Notes	Departmental Funding	Funding Notes
CHBE	Yes	Email marlene.chow@ubc.ca and info@chbe.ubc.ca. They can assist with bookings through classroom services (ie CHBE 101, 102, 103 and in other buildings) and restricted spaces CHBE 202 and 204. If the building is closed (weekends), they will also assist with building access.	Limited	Machine Shop - No access for students to use the equipment but they can request services at department rates. UG lab access may be possible through faculty advisors – safety training required. Coordinate with faculty advisor and request access https://chbe.ubc.ca/safety-resources/access-requests/	Limited	Criteria TBD
CIVL	Yes	Contact undergraduatesupport@civil.ubc.ca or the front desk at info@civil.ubc.ca. Available rooms: CEME 1203, 2010, 2004, 2003, 2212 and 2202. Some larger rooms are also available. Students should have access with their student card during operation hours (between 7 am – 7 pm). If not, our Front Desk staff can grant access. That will be communicated to them based on the room they book.	Yes	They offer the Design Studio for student groups. Before using it, students must undergo workplace training, arranged with Scott, the Director of Safety & Research Facilities. Details are available at https://civil.ubc.ca/department/workplace-training/	Yes	Primarily supporting CIVL teams, but others with >10%-15% CIVL representation are considered as well. They aim to provide a consistent annual funding amount based on factors such as account balance, planned activities, and efforts in securing sponsorships and donations.
ECE	Yes	They have our own booking system online where students can request space through emailing bookings@ece.ubc.ca . The spaces we have available all are on: mrbs.ece.ubc.ca for students to view.	Limited	Yes, but only for ECE student members of a design team Requirements for gaining access: 1. Complete online CANVAS training course: https://canvas.ubc.ca/enroll/3KJNYB 2. Attending a group in person orientation session by emailing makerspace@ece.ubc.ca 3. Booking sessions by emailing: makerspace@ece.ubc.ca	Yes	
ENPH	No	Only available to UBC Rapid, Orbit, Open Robotics and Rocket	Yes	SMS and Waterjet Cutter through SMS website	Limited	Only does travel funds for ENPH students on design teams (since a program rather than a department)
ENVE/ENVL	Yes	Email to marlene.chow@ubc.ca. They can assist with bookings through classroom services and restricted spaces. If the building is closed (weekends), they will also assist with building access.	Limited	-	Limited	Criteria TBD
GEOE	No	-	No	-	No	-
IGEN	No	(Their clubspace/facilities are reasonably limited in the MacMillan building)	Yes	IGENs will have training and access to the rooms. In some cases, teams can be reviewed and a subset of team members from other depts can receive training and access to the facilities as well.	Limited	Limited amount of funding available. The pool is quite limited, but they have kept in touch with teams in times of need as they approach competition date for travel, etc.
MANU	No	-	No	-	No	-
MECH	Limited to special occasions	Contact MECH directly with special request.	Limited	Only MECH and MANU team members for KAIS 1190 and Makerspace. On approval for KAIS 1210 Instrumentation lab, RH 120 wind tunnels, or for the computer labs. Requirements for gaining access: Requesting access in SuperApp, completing appropriate training, completing access form.	Yes	Follows internal rubric to determine.
MINE	Yes	Student team members need to contact Gareth Leonard (gareth.leonard@ubc.ca) to book our Mining meeting spaces FORW 506 or 519A. Gareth then enters it into our shared room calendar to confirm the booking. If students require classroom bookings, the request goes to Gareth as well. Hours of access would be during office hours from 8-4pm or anytime from 4pm to the evening.	Limited	Machine shop access: No (Technical staff may assist design teams on a case by case basis) Lab facilities: Yes (Some areas may require the area specific supervisor's approval. A fee for service/access may be applicable.) To request lab use, contact a faculty/staff member directly or send a general inquiries email through their website. Provide a description of the project work. If approved, lab users would be required to complete training on safety and any specialized equipment. Undergrad students would have to be supervised to work in their labs.	Yes	Funding is provided by Blue Evans Endowment which is then allocated to the applicable Student Groups (Mine Rescue, Mining Undergraduate, Mining Games, Mining 4th year field trip). The amount to be allocated is determined by that year's Mining Undergraduate Executive Team which will be dependent on that year's team activities.
MTRL	No	-	No	-	No	-
SBME	Yes	They can access BRC 351 by booking through FoM's room booking website (https://rooms.med.ubc.ca/find/rooms). They can only access this from 8:30-4:00 while they can get access to the BRC (it's a secure building with card-only access 24-hr/day).	No	-	Yes	Based on percentage of team being SBME students; availability of departmental funds.