

HUBBUB 2026

Application Preview Guide

QUICK LINKS

[Submission portal](#)

[Submission format checklist](#)

QUESTIONS

* optional

Course information

1. Course code
2. Institution name
 - a. Carleton University
 - b. University of Ottawa
 - c. Algonquin College
 - d. Collège La Cité
3. Professor (First and Last Name)
4. Professor's Email Address
5. Has your professor endorsed your project for HUBBUB consideration?
 - a. Yes
 - b. No
6. Please upload evidence of your professor's endorsement of your project (i.e., an email)*
7. Name of Community Partner and organization
8. City's Partner/Supervisor's Email Address (usually @ottawa.ca)
9. Has your City Community Partner endorsed your project for HUBBUB consideration?
 - a. Yes
 - b. No
10. Please upload evidence of your City Partner/Supervisor's endorsement of your project (i.e., an email)*
11. Project Term
 - a. Fall 2025
 - b. Winter 2026
 - c. Fall 2025 and Winter 2026
 - d. Other (Graduate project or directed studies project)

Group information

12. Group members (include first and last names)

13. Delegated student/s name (select one or more group members to be the point of contact for the group)
14. Delegated student/s email address

Project information

15. Project title
16. Challenge (Provide brief context for your project. State the city's priority and how it aligns with your project) - Minimum 200 words, Maximum 500 words
17. Objective(s) (Briefly list the objectives or goals of your project)- Minimum 200 words, Maximum 500 words
18. Approach (Briefly discuss your approach to the problem and the feasibility of the project) - Minimum 200 words, Maximum 500 words
19. Potential for Impact (Briefly describe the potential short-term and long-term impact of the project) - Minimum 200 words, Maximum 500 words
20. What format are you submitting? Please remember to refer to the [submission format checklist](#). **Note: only Posters can be included in the public displays at City Hall and/or the various post-secondary institutions.
 - a. Video (.mp4)
 - b. Poster (.pdf)**
 - c. Presentation/Slide Deck (.pdf)
21. Upload your completed poster as a .pdf OR completed presentation/slide deck .pdf OR video as an mp4. For submission format specifications, [click here](#).

Reflection

22. As a group, write a reflection (min. 200 words, max. 500 words) on your experience in which you address two of the following questions of your choice. What was it like working on this project? What was the greatest challenge? What did you learn about working in the community?

If you have any questions about submitting, please email info@csottawa.ca or your CityStudio Ottawa coordinator.