

Small Grants for Campus Sustainability

Description

The Office of Sustainability has a limited budget for Small Grants to encourage innovation and implementation of projects that will help UW Oshkosh achieve the goals set out in its Campus Sustainability Plan (available online from www.uwosh.edu/sustainability). This program will provide eligible students, faculty and staff up to \$500 for a project to improve operations, teaching, research or outreach. Funds may be requested for items such as:

- minor equipment and supplies
- workshop and training materials
- Photocopying and postage

Small Grants do not support salary, wages, or travel. The Sustainability Office retains control over equipment and materials after projects are completed, but will consider requests for continued use by the applicant or sponsoring unit.

We anticipate that any project that improves campus sustainability will also benefit the bottom line (financial, social or environmental) and opportunities (academic and scholarly) of organizations within UW Oshkosh. The small grants program seeks to leverage other sources of funding, intramural and extramural, and will require proof that other sources of funding have been researched and, if appropriate, requested and secured. Examples of the latter include funds designated for departments, colleges, faculty development, student organizations, etc.

Procedures

Complete the form on the next page and a one-page project description, and submit it to the Director of Sustainability. The request will be reviewed by the Director and a Small Grants Subcommittee of the Campus Sustainability Council. The requestor will be notified about the outcome within 10 working days. If approved, funds will be transferred to the requestor's department/unit account.

Project Outcomes

The request (not to exceed \$500) must be related to the goals described in the current, approved version of the UW Oshkosh Campus Sustainability Plan.

Eligibility

The lead applicant must be employed at least half-time by UW Oshkosh, or be enrolled as at least a half-time student. Some applicants may find it beneficial to identify a sponsor for the project to provide a university account and financial supervision.

Proposal Content

Describe how the project addresses the UW Oshkosh Campus Sustainability Plan, other funding sources sought and approved, how requested funds will be used, and who will carry out the project

Final Report

A one-page final report is required. Describe outcome(s), how funds were spent (and plans to return any unspent funds), and plan for disposition of equipment or materials.

SMALL GRANTS FOR CAMPUS SUSTAINABILITY APPLICATION FORM

Name(s): _____
Department(s): _____
Project Title: _____

Sustainability Goal(s) to be Addressed

(check all that apply, and list subsection and/or page of Campus Sustainability Plan):

<input type="checkbox"/>	Operations:	_____
<input type="checkbox"/>	Teaching:	_____
<input type="checkbox"/>	Research:	_____
<input type="checkbox"/>	Outreach:	_____

Funding Source(s) (continue on separate page, if necessary):

Source: <u>CAMPUS SUSTAINABILITY</u>	\$ Requested: _____	(\$500 MAXIMUM)
Source: _____	\$ Requested: _____	\$ Awarded: _____
Source: _____	\$ Requested: _____	\$ Awarded: _____
Source: _____	\$ Requested: _____	\$ Awarded: _____

Brief Project Description

Limit to one page, at least 10-point font, attached.

Describe the goal of the project and how the requested funds will be used. Please elaborate on how the project addresses the UW Oshkosh Campus Sustainability Plan, who will do the work, and budget estimates. If applicable, briefly describe other funding sources sought and approved, or relevant conditions on those funds.

APPROVED BY:

Director, Sustainability Office _____ Date _____

<< Amount Approved \$ _____ >> (Funds to be transferred to Departmental Acct.)

Request Denied _____

Copy sent to proposer: (Date) _____