



## **Green Grant Application**

Temple University's Student Green Grant builds upon Temple University's commitment to sustainability by funding projects led by students that focus on advancing Temple University's Sustainability Mission and have a positive impact on our local environment and community. This award is given in the late fall semester for project implementation over course of the following calendar year.

### **The Award**

Selected applicants can receive up to \$1,500. Award/s will be given every year during the fall semester. Funds may be used for:

- Supplies and materials required to implement project
- Research or measurement tools required for project measurement
- Marketing materials
- Reimbursement for guest speakers and/or consultants
- Local travel expenses associated with project implementation via SEPTA

**Funds may not be used for student wages, food and beverages, and non-SEPTA travel expenses.**

### **Project Requirements**

The proposed project must address at least one component of sustainability (environmental, economic, social) as outlined in Temple University's definition of sustainability. Priority will be given to projects that address all three aspects of sustainability. Projects must also include an educational, community engagement, and/or outreach component.

Proposed projects should include measurable outcomes so that the project's effectiveness can be evaluated and followed-up on in the future. Additionally, projects that require ongoing maintenance or long-term involvement should also include a plan for operations after Green Grant funding allocations.

### **Eligibility**

Applicants are required to be active members of a recognized student organization or be a registered EcoAdvocate through the Office of Sustainability's EcoRep program. Project Leaders from the student organizations and EcoAdvocates must also be enrolled in Temple University both at the time of application submission and the following semester. Additionally, Project Leaders must have at least one semester of involvement with their student organization or a semester of involvement in the EcoReps program at the time of application submission.

Applicants that cite their membership of a recognized student organization must include a signature of support from the organization president. Applicants that cite their EcoAdvocate must identify a project co-lead and provide their signature of support. Applicants can list up to two additional Project Co-Leads.

Projects that involve participation or partnership from non-Temple students (e.g. community members, local non-profits, etc.) are permitted, but projects are required to be student-led.

**Expectations of Award Recipient:**

1. **Scheduled Progress Meetings:** Award recipients are expected to attend check-in meetings with the Office of Sustainability throughout the Spring semester. A meeting schedule will be determined prior to the award being dispersed to the recipient.
2. **Case Study:** Each award recipient must support the development of a case study document. The case study will be formatted and designed by the Office of Sustainability. The award recipient will be required to answer questions and submit pictures that will be used as content for the case study. All case studies will be shared on the Office of Sustainability website.
3. **Participation in Office of Sustainability Events:** Award recipients are expected to participate in at least one education presentation or demonstration of their project during an Office of Sustainability-sponsored event in the Spring semester of the award period.

**Submission Guidelines**

Completed applications should be submitted via email by November 30 at 11:59PM. Download and populate this document and attach in an email to sustainability@temple.edu. Only submissions that include the following components will be considered complete and will be considered for the award.

- (1) Application form
- (2) Project Proposal
- (3) Project budget
- (4) Implementation Timeline

**Review Process**

Application deadline is November 30. Submissions will be reviewed by staff members of the Office of Sustainability. Applicants will be subjected to a two-step screening process. The first round of screening will narrow down the submissions based on how well they meet the project criteria. Applicants who pass the preliminary screening process will be asked to meet with the Office of Sustainability staff for an interview. Applicants will be informed of their application status in mid-December.

## Green Grant Application Form

*This form is to be completed in full submitted via email attachment to sustainability@temple.edu*

**Student Project Name** \_\_\_\_\_

### Student Project Lead Information

**Name** \_\_\_\_\_  
(Last) (First) (M.I.)

**TUId** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Temple Email** \_\_\_\_\_@temple.edu

**Student Organization** *(if applicable)* \_\_\_\_\_

**EcoAdvocate:** Y / N (circle one)

### **Project Co-Lead**

**Name** \_\_\_\_\_  
(Last) (First) (M.I.)

**TUId** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Temple Email** \_\_\_\_\_@temple.edu

### **Project Co-Lead**

**Name** \_\_\_\_\_  
(Last) (First) (M.I.)

**TUId** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Temple Email** \_\_\_\_\_@temple.edu

**Acknowledgements**

*Please read and agree to the following:*

- By checking this box, I acknowledge that I meet the eligibility requirements outlined in the Green Grant Application Guidelines.
  
- By checking this box, I acknowledge that if funded, I will support the development of a case study to be shared on the Office of Sustainability's website, lead one education presentation or demonstration during an Office of Sustainability sponsored event, meet regularly with the Office of Sustainability to give updates on progress.
  
- By checking this box, I acknowledge that equipment purchased by the Office of Sustainability to support the project is property of Temple University.

**2. PROJECT ABSTRACT (200 – 750 Words)**

Please describe your proposed research and/or project. The proposal should describe in detail the research involved or the implementation component of the project. The proposal should also include how the research/project addresses sustainability on Temple's campus, sustainability in the surrounding community or an urban sustainability issue.

**3. PROJECT BUDGET**

Please provide a project budget. The budget should be as specific and detailed as possible. The total amount requested cannot exceed \$1,500.

<b>Supplies and materials required to implement project (itemize below):</b>			
<b>Item Name</b>	<b>Cost Per Unit</b>	<b>Units Needed</b>	<b>Total Cost</b>
<b>Research or measurement tools required for project measurement (itemize below)</b>			
<b>Item Name</b>	<b>Cost Per Unit</b>	<b>Units Needed</b>	<b>Total Cost</b>
<b>Marketing Materials (itemize below):</b>			
<b>Item Name</b>	<b>Cost Per Unit</b>	<b>Units Needed</b>	<b>Total Cost</b>
<b>Reimbursement for guest speakers and/or consultants (itemize below):</b>			
<b>Item Name</b>	<b>Cost Per Unit</b>	<b>Units Needed</b>	<b>Total Cost</b>
<b>Local travel expenses associated with project implementation via SEPTA (itemize below):</b>			
<b>Item Name</b>	<b>Cost Per Unit</b>	<b>Units Needed</b>	<b>Total Cost</b>
<b>TOTAL PROJECT BUDGET (not to exceed \$1,500):</b>			

**1. PROJECT TIMELINE**

Please provide a project timeline. Note major steps or milestones that need be completed in order to execute your project.

Action/ Milestone	Resources Needed	Deadline

**Project Lead Signature** \_\_\_\_\_

**Project Co-Lead Signature** \_\_\_\_\_

**Project Co-Lead Signature** \_\_\_\_\_

**Organization President Signature** \_\_\_\_\_