

Campus Sustainability Council at UC Santa Cruz

1156 HIGH STREET, SANTA CRUZ, CA 95064
EMAIL: CSC@UCSC.EDU • WEBSITE: csc.envirolug.org

November 29, 2016

Re: Request for Proposals for Winter Funding Round, Fiscal Year 2017

Greetings,

The Campus Sustainability Council (CSC) at UC Santa Cruz is soliciting proposals for Winter 2017 sustainable project grants. Through [Ballot Measure 14](#) passed in 2006, the CSC receives \$6 per undergraduate student per quarter to allocate to organizations for projects addressing themes outlined in the [Blueprint for a Sustainable Campus](#).

Selected projects will demonstrate

- (1) student initiative and leadership, demonstrating professional skills
- (2) integration of the Blueprint for a Sustainable Campus within project proposal
- (3) a degree of consultation and inclusion of faculty, administration, and staff (stakeholders)
- (4) a clear and easily implemented work plan, timeline, and budget with quantitative and qualitative goals,
- (5) a tentative budget that is comprehensive, transparent, and logical. The fiscal representative should be able to demonstrate familiarity with budget and fiscal activity within their organization.

To qualify for application, a group must be one or more out of the following: registered student organization under SOAR, Student Media, Cultural Arts and Diversity, OPERS, UCSC College, or a UCSC department. In addition, qualified student groups who do not fit the above criteria may be approved by CSC. The CSC defines a qualifying student organization as a group of students who meet the following:

- A group of a minimum of four students that demonstrate a high level of governance over their project implementation.
- A clear internal structure of meeting times and locations, student positions, and responsibilities for the organization's membership regarding campus fiscal procedures.
- Regular meetings sufficient to facilitate informed member participation in decisions.
- A UCSC organization must have a staff member who agrees to serve as the sponsor and administrator of the organization's funds, who understands the project and budgetary needs and is accountable to the responsibilities of the position.
- A clear internal plan and structure of longevity and evaluation.

- A constitution and clear website to demonstrate the above.

If you meet all of the above criteria, then you may be eligible for funding and award. If you and your organization are interested in applying please follow the below checklist:

1. Week 2-3: Attend at least one mandatory grant writing training. If you cannot attend any of the scheduled trainings, please contact CSC as soon as possible to make other arrangements. You will not be eligible for funding without attending a grant training session. At grant training session, you will receive access to more grant training material.
2. Weeks 3-6: Work on project proposals
3. Week 6: Applications due on Friday, **February 17, 2017 before 4PM.**
4. Weeks 7-8: Interviews
5. Week 10: Project awards announced

Completed Applications for this funding round must be submitted in full by February 17, 2017 via email to csc@ucsc.edu **before turning in** a hard copy format to the Rachel Carson College Red Room between 12PM-4PM (Rachel Carson College Student Commons). Upon submission of the Grant Application hard copy, submitter **MUST** be prepared to sign up for an interview time at which at least 2 grant writers can attend. Please refer to the available time slots that will be posted on CSC website and identified via email after the grant trainings.

If you have any further questions please email CSC at csc@ucsc.edu.

Mandatory Grant Trainings:

**Wednesday 1/18; 4-5pm; Esselen National Baytree
Conference Room**

**Thursday 1/19; 10-11 am; McHenry Library (Room To Be
Determined)**

**Tuesday 1/24; 2-3pm; Esselen Nation Baytree Conference
Room**

**Wednesday 1/25; 4-5pm; Esselen Nation Baytree
Conference Room**

Please sign up for the grant trainings in [this Google form](#).

Thanks for your efforts,
Campus Sustainability Council