

**Campus Sustainability Fund**  
Committee Meeting Agenda & Minutes

Tuesday, February 21, 2023  
6:30-7:30 pm PDT LOCATION: **ZOOM**

**Join Zoom Meeting (2022-2023)**  
<https://washington.zoom.us/j/5100844374>  
[washington.zoom.us...](https://washington.zoom.us/j/5100844374)

Agenda		
Time	Item	Facilitator
6:30-6:40	Housekeeping <ul style="list-style-type: none"> <li>- Presentation workshop tomorrow at 6 pm</li> <li>- SAF Presentation</li> <li>- <a href="#">Women's Center – first event is this Saturday</a></li> </ul>	Neha, Kyle
6:40-7:00	Discussion on full 52nd Spring POWWOW proposal <ul style="list-style-type: none"> <li>- <a href="#">LOI</a></li> <li>- <a href="#">Full Proposal</a></li> <li>- <a href="#">Acceptance of Administrative Responsibility Form (AARF)</a></li> <li>- <a href="#">Project Approval and Support Forms (PASFs)</a></li> <li>- <a href="#">Supporting Documents</a></li> </ul> <a href="#">Rubric</a>	Neha
7:00-7:20	Presentation from POWWOW team	Presenters
7:20-7:30	Final deliberations & vote  <a href="#">Link to vote</a>	Neha
7:30	Adjourn <i>Next time:</i> <ul style="list-style-type: none"> <li>- Check-in with committee members</li> </ul>	Neha

## Project Criteria Overview

[More detail on website](#)

<b><u>Criteria 1: Sustainable Impact</u></b>	<b><u>Criteria 2: Leadership &amp; Student Involvement</u></b>	<b><u>Criteria 3: Education, Outreach, &amp; Behavior Change</u></b>	<b><u>Criteria 4: Feasibility &amp; Accountability</u></b>	<b><u>Criteria 5: Budget</u></b>
Projects must improve the sustainability of UW's campus and/or operations. Encompasses social sustainability, environmental sustainability, biodiversity, environmental justice and equity.	Projects must demonstrate some substantial degree of student leadership or student involvement throughout the application and implementation process to be considered for funding. <b>Projects initiated by students will be prioritized.</b>	Projects must include educational and outreach components that help cultivate an aware and engaged campus community.	Applicants must demonstrate appropriate knowledge, timelines, skills, and guidance complete projects successfully. CSF encourages mentor or department support and line item in the budget for project management.	Project must demonstrate a well-researched and feasible budget that accomplishes tasks and appropriately compensates the involved team members along with a timeline to implement the budget

<https://csf.uw.edu/how-apply/funding-guidelines>

### **Non Allowable Uses:**

- *Funding cannot be used for time and labor expended by UW faculty working unless it is outside the scope of regular faculty duties.*
- *Funding cannot be used for the purchase of gift cards or other forms of compensation to research subjects. While we encourage compensating research subjects for their time, this must come from another funding source.*
- *In general, funds cannot be used for food, drinks, or salable merchandise as part of project budgets. Some exceptions may be granted.*
- *Line-item requests for travel funding are not encouraged, but will be considered on a case by case basis.*
- *Funds shall not be used for research projects unless such projects include an actionable component.*

### **Some things for us to discuss:**

- *The program and position outcomes → feedback, thoughts, ideas*
- *Balance of adequate staffing*
- *Professional development opportunities*

CSF Bylaws + Protocols

[Committee Bylaws](#)

[Robert's Rules of Order](#)

[Liberating Structures](#)  
[CSF Committee Google Drive](#)  
[2022-2023 Committee Documents](#)

*How to evaluate projects*

[CSF Project Criteria](#)

[Reference Sheets](#)

[Evaluation Rubric Example \(go to Rubric Template tab\)](#)

*Current projects + timeline*

[Workday Orientation](#) - <https://tinyurl.com/csf-workday>

[2022-2023 Proposal Deadlines & Timeline](#)

[CSF Resource Guide](#)

Attendees: Neha, Sohara, Kyle, Emmy, Nat, Lauren, Tava, Esha & Gulsima

Proceedings:

- Updates from exec committee meeting
  - some challenges with getting CSF's DEI agenda across
- Thoughts and discussions on First Nations' 52nd Pow-wow proposal
- Presentation on the Pow-wow by Annicette Gilliam - a 5th year student at UW majoring in accounting and history, who previously served as a volunteer and is currently leading the fundraising efforts.
  - Powwow is the largest event of First Nations
  - They are reaching out to a lot of donors to raise the total of \$68k+
  - Supplying food to the attendees was a challenge last year given the high demand
- The committee voted and unanimously decided on approving the Powwow.

Next steps:

- Presentation workshop tomorrow