

**Campus Sustainability Fund**  
 Committee Meeting Agenda & Minutes  
 Tuesday, May 16, 2023 6-7:30pm PDT, Location: **The Quad**

| Agenda           |  |             |
|------------------|--|-------------|
| Time             | Item   | Facilitator |
| 6:00-6:05        | <b>Housekeeping/Updates</b>  | Tatiana     |
| Starting at 6:05 | <b>Budget Amendments</b> <ul style="list-style-type: none"> <li>● <a href="#">Heron Haven</a> (\$16,016.69)</li> <li>● <a href="#">Engineers Without Borders Sol Stations</a> (ability to change what the money is allocated to)</li> </ul><br><b>Mini Grants</b> <ul style="list-style-type: none"> <li>● Sustaining for Us, \$4,000               <ul style="list-style-type: none"> <li>○ <a href="#">LOI</a></li> <li>○ <a href="#">Budget</a></li> </ul> </li> <li>● UW Farm Wapato Pond, \$5,000               <ul style="list-style-type: none"> <li>○ <a href="#">LOI</a></li> <li>○ <a href="#">Budget</a></li> </ul> </li> </ul> | Neha        |
| After voting     | <b>Hang out</b> <ul style="list-style-type: none"> <li>● Are you planning to stay on the committee next year?</li> <li>● Summer plans?</li> <li>● Any professional goals we can support?</li> <li>● Are there any professors you think would be good ex-officio members of the committee?</li> </ul>   | Everyone    |

**Project Criteria Overview**

[More detail on website](#)

| <b><u>Criteria 1:</u></b><br><b><u>Sustainable Impact</u></b>   | <b><u>Criteria 2:</u></b><br><b><u>Leadership &amp; Student Involvement</u></b>   | <b><u>Criteria 3:</u></b><br><b><u>Education, Outreach, &amp; Behavior Change</u></b>                                | <b><u>Criteria 4:</u></b><br><b><u>Feasibility &amp; Accountability</u></b>  | <b><u>Criteria 5:</u></b><br><b><u>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.*

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: Tatiana, Kort, Gulsima, Neha, Sohara, Lauren, Esha, Nat, Emmy, Tava

**General updates:**

- Saigon deli noms were awesome!
- **Heron Haven** ecological restoration project budget amendment (reallocation): \$7700 for plant acquisition, \$5000 for maintenance, \$1000 for signage & \$1411 for compensation.
  - A concern with reallocation is if they fall short on some other task they might need to ask CSF for more funds
  - In the original budget approved in 2021, \$33000 was allocated for plants
- Voting Outcome: All members passed the amendment

- **Engineers without borders:** Previously funded for mobile solar powered charging stations but now they want to use all the money for one electric vehicle charging station. They have not pursued other funding sources.
  - One concern is it will likely cost more than \$6000
  - Installing an EV charging station on ground would involve going through the regular application process and getting administrative approval
- **Voting Outcome:** The committee unanimously voted against passing the amendment. The reasons included there not being significant detail for the committee to understand why Engineers without Borders are making the change and also whether they are even authorized to do it. CSF will meet with the team to guide them with the process.
- Farewell Esha, Gulsima and Nat :( All the best for your new journeys!

