

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

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

Agenda		
Time	Item	Facilitator
6:00-6:10	Check-in & Housekeeping	Tatiana
6:10-7:00	Mini Grants <ul style="list-style-type: none"> ● Sustaining for Us, \$4,000 <ul style="list-style-type: none"> ○ Application ○ Budget ● UW Farm Wapato Pond, \$5,000 <ul style="list-style-type: none"> ○ Application ○ Budget <p>Bylaw changes</p> <p>Special vote to authorize continued funding for the Q Center's menstruation station</p>	Neha
7:00-7:15	Chair Election <ol style="list-style-type: none"> 1. Nominations 2. Speeches 3. Voting 	Tatiana
7:15-7:30	Interim Advisory Committee Election Voting for who will serve on the interim committee over the summer <i>Expectation: Being responsive over email/Slack. The committee will meet to vote on any concerns that may arise over the summer, such as budget amendments, bylaw changes, or other general committee questions.</i>	Neha
7:15	Final thoughts & adjourn	Neha

Project Criteria Overview

[More detail on website](#)

Criteria 1: Sustainable Impact	Criteria 2: Leadership & Student Involvement	Criteria 3: Education, Outreach, & Behavior Change	Criteria 4: Feasibility & Accountability	Criteria 5: Budget
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. Projects initiated by students will be prioritized.	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: Neha, Sohara, Tatiana, Kyle, Lauren, Esha, Nat, Emmy, Tava, Boe

Meeting proceedings:

- Review of Sustaining for us project mini grant proposal - the team deliberated on the potential value add of the project beyond that to the immediate applicant and the budget breakdown. The committee voted and the project was passed.
- Review of UW Wapato pond mini grant proposal - the team deliberated on student engagement and it was clarified that there will be quite high engagement (including involvement in construction). It was pointed out the project has not been mentioned in the intellectual house or first nations meetings so the level of collaboration between first nations and the intellectual house may be an area of improvement. Regarding funding, the budget amendment for the resiliency tunnel gifted 2k+. They are asking for 5k; their unmet need as per the budget is 2.7k. The committee voted and the project was passed.
- Bylaws review: The committee voted on and passed all the amendments. Link to bylaws: https://docs.google.com/document/d/1i4zWkpJ_8UDo5C8-YwUSEYTCzp6e9SUokRnib
- Due to time constraints, the committee did not vote on the continuation of the Q center's menstruation center funding.
- The committee also postponed voting on the chair and vice chair positions to next week - the nominated candidates will submit a statement not exceeding 400 words via slack for the committee's review.