

## Campus Sustainability Fund

### Committee Meeting Agenda & Minutes

Friday, 12th April 2024 | 12:30-2:00 pm PDT, Location: [Zoom](#)

<https://washington.zoom.us/j/5100844374> **MEET HERE**

Agenda		
Time	Item	Facilitator
12:30 - 1:00	<b>Welcome back!</b> <ul style="list-style-type: none"><li>● Recap from spring break</li><li>● Recap from WOHESC</li><li>● Discuss new meeting time: 2:30pm</li></ul>	Sohara
1:00-1:30	<b>Grants review</b> <ul style="list-style-type: none"><li>● <a href="#">Rubric here</a></li><li>● Discuss the 5 mini grants + 3 large grant LOIs: <a href="#">link</a></li><li>● Vote on the proposals<ul style="list-style-type: none"><li>○ <a href="#">voting form</a></li></ul></li></ul>	Boe/Sohara
1:30-1:40	<b>Subcommittees</b> <ul style="list-style-type: none"><li>● Updates from each committee</li></ul>	Tatiana
1:40-1:45	<b>POWWOW Volunteering</b> <ul style="list-style-type: none"><li>● Sign up <a href="#">here</a></li></ul>	Tatiana/Tava
1:45-1:55	<b>Resilience and Seed Grants</b> <ul style="list-style-type: none"><li>● Who wants to serve on the review committee?</li></ul>	Tatiana
1:55-2:00	<b>Final thoughts &amp; adjourn</b>	Sohara

## Project Criteria Overview

[More detail on website](#)

<b>Criteria 1: Sustainable Impact</b>	<b>Criteria 2: Leadership &amp; Student Involvement</b>	<b>Criteria 3: Education, Outreach, &amp; Behavior Change</b>	<b>Criteria 4: Feasibility &amp; Accountability</b>	<b>Criteria 5: Budget</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](#)  
[2023-2024 Committee Documents](#)  
[Orientation Folder](#)

*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>**

[2023-2024 Proposal Deadlines & Timeline](#)

[CSF Resource Guide](#)

## Minutes

*Attendees: Sohara, Julia, Mazzi, Lauren, Sofia, Azaan, Emmy, Tatiana, Boe, Neha, Kort*

- I. Updates from everyone
- II. Meeting changing time to Fridays at 2:30 pm
  - A. No one seems to have conflicts with this
- III. Grant reviews
  - A. Are people just adding language to satisfy CSF requirements?
  - B. Lauren has idea of adding a guide to evaluating the projects
    1. Is it mandatory to add notes for each column?
      - a) No it's ok not to
      2. For example, to answer questions like can we fund outside performers
  - C. Lauren has idea about having a question on the rubric about how much we feel comfortable funding
  - D. We've accrued a lot of reserves the past two years because of COVID → we've had the luxury of not having to be super picky about what projects we fund
  - E. Future conversation about funding process
  - F. Decisions from last quarter
    1. All the large grants from funding cycle 2 were approved
    2. Mini grants
      - a) TED and get green app were both denied
      - b) Approved UW native plant project, Timeless Taiwan, Black Student Commission Concert, and Little Free Library
    3. More info [here](#)
- IV. Large Grants
  - A. Salvage Wood Program
    1. Asking for \$58k
    2. Initially gave them an award in 2015, which they've been using since then
    3. Thoughts
      - a) Sohara: great impact that can extend beyond students graduating, want to know more about the status quo (what would happen without this program)
      - b) Julia: want to see them use the facility to show the capabilities of the process to the broader UW community
      - c) Mazzi: this would be a good project for the zine
      - d) Azaan: removing the financial burden of using this wood, lots of educational opportunities for a variety of students
  - B. UW Yoshino Cherries
    1. Julia: what would this information be used for, could have some cultural impacts but would like for them to talk about this more in their proposal; engaging more students would be good
    2. Azaan: cool research but how is this information going to be applied

3. Emmy: only one undergrad student internship (curious how much they will be paid), more marketing/outreach might be needed
  4. Sohara: is there more impact beyond the research team/dept of biology, more education about what it means to protect these trees
- C. Designing a Bird Friendly Campus
1. Emmy: likes the focus on hotspot, like that they're treating the hot spots instead of new construction (lots of emissions)
  2. Sohara: using hot spots as a visual cue for talking about this issue
  3. Boe: concern about them selling the app for profit; are they making profit off of something CSF is funding?
  4. Julia: working with more classes, expanding student engagement
  5. Tatiana: has met many students involved with this project, feels like they have pretty expansive student engagement
- V. Mini grants
- A. Bricolage
1. Concerns about charging for the magazines
    - a) Could implement a pay what you can system
    - b) Or we just give them more money so they don't have to charge students
    - c) Ask for more clarification about what the magazine profits are going towards
  2. Question about getting updates from mini grant groups about where they are in meeting their goals on the timeline
    - a) Their application should be the total information we have to assess their project; can't ask for status updates when they haven't received the funding yet
      - (1) We have to take it as face value of what we receive
        - (a) Not fair, for example, if they applied in March but we are now reviewing it
  3. Consensus on meeting with the project team about increasing their budget to make the magazines free → indicate yes on the voting form for agreeing to meet with the project team about this
- B. Zero Waste Week
1. Julia: comment about stipends, inequity about some groups asking for stipends while others aren't
    - a) People setting their own rates for how much they're getting paid
  2. Proceed with information we have from application
- C. Night market
1. Tatiana followed up with them about electrical services question
    - a) That was a mistake. They will be using CSF funds for waste and recycling management
    - b) Update can be found [here](#)
  2. Keeping funding at 5000 but changing allocations
- D. Matsuri

1. No concerns or questions
- E. Somali Night
1. Julia: ticket prices? And budget question about what they are using the 5k for
  2. Mazzi: has this event been held before?
    - a) First time event most likely
  3. Tatiana: clarify with project team what exactly funds are being used for
    - a) Keynote speaker and rentals
  4. No other funders that we know of
  5. Increasing student payment so it goes up to \$5000