

Campus Sustainability Fund

Committee Meeting Agenda & Minutes

Friday, 26th April 2024 | 2:30-4:00 pm PDT, Location: [Zoom](#)

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

Agenda		
Time	Item	Facilitator
2:30 - 3:00	<p>Welcome!</p> <ul style="list-style-type: none"> ● Welcome Danny, new CSF Program Director!! ● Everyone go around <ul style="list-style-type: none"> ○ Name (pronouns) ○ Organization ○ What you study / year ○ One thing you are looking forward to in Spring <p>Updates from committee on events:</p> <ul style="list-style-type: none"> ● POWWOW (Tava) and Zero Waste Week (Sofia) ● Earth Day (Tatiana) ● ASUW Election Results, New Community Partnership (Azaan) ● Teach-In (Boe) <ul style="list-style-type: none"> ○ Presentation 	Sohara
3:00-3:40	<p>Updates from Boe on Mini-Grants</p> <ul style="list-style-type: none"> ● Zero Waste Week Grant status ● Bricolage Issue 42 Revenue Stream / Committee to Consensus <ul style="list-style-type: none"> ○ Revote (via direct message to Sohara, anonymous) ○ Yes (as is): ○ Yes (with conditions): ○ No: <p>Recap of LOI and Mini Grant decisions from last meeting</p> <ul style="list-style-type: none"> - 3 LOIs - 3 mini-grants (excluding ZWW and Bricolage) <p>Grants review</p> <ul style="list-style-type: none"> ● [NEW] 2 Mini grants review <ul style="list-style-type: none"> ○ TOSA "The Voice" ○ Polynesian Day 2024 ● Rubric here ● Vote on the proposals <ul style="list-style-type: none"> ○ voting form 	Boe/Sohara

3:40-3:50	Subcommittees <ul style="list-style-type: none"> ● Updates from each committee <ul style="list-style-type: none"> ○ Zine → upcoming: project interviews (UW Solar, Camas Meadows) + art work submissions are OPEN ○ Outreach → check-in coming, respond to emails (Azaan and Sofia) ○ STF Subcommittee → Rubric and Grant Optimization (overview for current process and what we are envisioning, new changes to website portal) Boe to schedule meeting 	Sohara/Boe
3:50-3:55	Resilience and Seed Grants <ul style="list-style-type: none"> ● Who wants to serve on the review committee? ● Need 2 people! <ul style="list-style-type: none"> ○ Julia <p>Potential:</p> <ul style="list-style-type: none"> - Sofia: would require evening meeting times (no Wednesday from 6-7p) - Emmy: wednesday evening only 	Tatiana
3:55-4:00	Final thoughts & adjourn	Sohara

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](#)

[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, Sofia, Mazzi, Julia, Lauren, Emmy, Azaan, Neha, Tatiana, Boe, Danny

- I. Welcome Danny, our new Program Director!
 - A. Round table introductions and what we are looking forward to this spring
- II. Updates from committee members
 - A. Sofia: Zero Waste Week rescinded mini grant application because of timing but event went really well, 200 people involved
 1. First time UW has done this event, they want to continue it next year and will likely reapply for a CSF grant then
 2. Sofia organized an event!
 3. Lessons learned: start earlier, start with event planning before outreach
 - B. Tatiana: Earth Day Fair at Ethnic Cultural Center
 1. Attendance was pretty low but still lovely
 2. UW Farm had a bunch of dried flowers
 - a) Potentially a Spring volunteer shift
 3. CSF Husky Grind tour??
 - C. Azaan: ASUW Elections
 1. Voter turnout increased by over 2%
 2. New Director of Campus Partnerships is Maya Lukalupu
 3. [Results](#)
 - D. Boe: Reclaim Earth Day Teach-in
 1. SPORES – new affinity group for POC to discuss EJ issues
 - a) In Wallace 120
 2. Only 1-2 people who haven't attended an EJ event before, need to do more outreach to other groups
 3. CSF team had a 36 hour notice, which impacted outreach efforts
- III. Mini grant updates
 - A. Bricolage Issue 42 Revenue Stream / Committee to Consensus
 1. Bricolage: making magazine free would take away their revenue stream for events, whereas CSF funds can only be used for specific line items
 - a) Discussion on whether or not to fund Bricolage with current grant application
 - b) CSF is covering production costs, but Bricolage is selling the magazine and then using the funds for whatever they want

2. Vote was “no” to funding the project

B. FEEDBACK (insert here)

1. I would recommend for future applications to further delve into the implications the Bricolage publication is having regarding diversity and sustainability. It would be useful for CSF to see examples of past publications as well.

IV. sVoting for new mini grants ([voting form](#))

A. [TOSA “The Voice”](#)

1. Unsure of sustainability impact
2. Concerns about what the line items were that we would be funding (glow sticks, “recyclable paper tickets,” gift bags)
a) Confusion about paper tickets (\$800 for tickets) vs digital tickets

B. [Polynesian Day 2024](#)

1. Overall good feedback on this proposal
2. Is it possible to recommend local vendors?
a) We don’t have official guidelines but can offer recommendations

V. Resilience Seed Grant Committee

A. Collaborative grant with the UW Resilience Lab

1. Applications closing April 30
2. Committee: made up of CSF and Resilience Lab
a) Boe and Kort will be on the committee
b) Need 2 additional members from the CSF committee
3. Likely two meetings for reviewing additional meetings (3 hours), reviewing applications
4. Interested:
a) Julia: in place of doing other work
b) Sofia: only if in the evenings, but not Wednesdays 6-7
c) Emmy: also depends on timing of meetings, would only work Wednesday evenings


VI. Subcommittee updates

A. Tatiana: managing expectations about workload as we head into the end of the year, if you are feeling anxious about your commitments please let her know

1. No commitment for the summer time for CSF team

B. Sofia: outreach work

1. Presenting in class, making poster

- C. Boe: conducting interviews/collecting data from project applicants to better understand how we can improve current system and workflow
- D. Azaan: I have to hop off however I've been busy just with getting ready to graduate and midterms this week however my update is just finding times/slots to help with the logistics of tabling! Have a good weekend y'all

- E. We are still accepting mini grants until May 1st, larger grants LOIs were already due and full proposals are due May 13
 - 1. Mini grants are not open over the summer
- F. CSF Zine application is open on IG