UIS Green Projects Application

Full Project Proposal- **Step 2**

To complete your Full Project Proposal, **download this word document and type all answers** to the questions below. Save your completed word document along with any supporting documentation (excel spreadsheet of budgeted itemized items, letters of support, and so on) as new files. Supporting files in Word (.docx) format should be attached to the end of this application in order to create only one Word document. Supporting files in all other formats (pdf, excel, PP) may be submitted as separate documents.

Once completed and saved to your device, return to the Green Projects website at <http://www.uis.edu/greenprojects/get-involved/>

Click the hyperlink titled, *“****Submit your completed UIS Green Project Proposal****”*

This can be found under **Step 2** of the “Submit a Green Project Proposal” section.

You will be redirected to an external WebQ. Upload your completed application along with any supporting documentation by the deadline found in the “**Timeline**” section of the Green Projects website.

**NOTE: Please do not submit this application unless you have been formally invited to do so by the UIS Green Fee Committee.**

If you have any questions regarding the application or submission process, please contact us at greenprojects@uis.edu.

**Project Name:**

**Contact Information:**

Project Team

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| --- | --- | --- | --- |
| *Name* | *UIS Student/Faculty/Staff & Department (or Office)* | *UIS Email* | *Phone #* |
| Claire Eaton | ENS Student | Ceato2@uis.edu | 8155087391 |
| Brian Beckerman | Grounds Superintendent |  |  |
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|  |  |  |  |

Organization/Affiliation: UIS Green Fee

**Project Information:**

*Provide a brief description of the project, its goals, and the desired outcomes:*

This project would be to help replace the dying trees around campus and help to increase the population of trees on campus. The desired outcome of this project is to have more native trees on campus and help the tree population.

*How will this project improve sustainability at UIS?*

This project improves sustainability at UIS by increasing the presence of native trees on campus, while in turn helping to remove dead ones to allow for new growth. These new trees will not only aesthetically improve the look of our campus, but will additionally help our tree count and show a commitment to native plantings.

*Please indicate how this project will involve or impact students. What role will students play in the project?*

A tree-planting workday could be a possible role to allow students to be involved in this project. Students will also benefit from the addition of trees, providing more places for students to enjoy green space.

*Where will the project be located? Do you need special permissions to enact the project at this site? If so, please explain and attach a letter of support to your application. If you are not sure, let us know! We can help.*

This project is in coordination with the Grounds department, which would decide on the locations of the trees. Brian Beckerman is on board with this and has expressed support for this proposal. In short, trees will be planted all around campus.

*Other than the project team, who will hold stake in the project? Please list other individuals, groups, or departments indirectly or directly affected by this project. This includes any funding entities (immediate, future, ongoing, etc.) and any entities that will be benefiting from this project. Communication with affected departments is encouraged ahead of time. List the names of who you spoke with and their comments.*

In terms of bureaucracy, no other department is directly affected other than Grounds. This project is mainly providing the funding in order for them to order these trees, therefore they are the main stakeholder, although most people on campus will benefit in some way from the project.

*Have you applied for funding from the Student Green Fee previously? If so, for what project?*

I applied for funding for a project to implement sustainable signs around campus.

**Scope, Schedule, and Budget verification**

*Do you have a plan for project implementation? Describe the key steps of the project.*

This project will involve ordering the trees from the nursery in early spring, and then planting them when it is appropriate. The key step of this project for the Green Fee Committee is releasing the funds to Grounds so that they may order the trees they see fit and begin the process.

*List all budget items for which funding will be required. Include the cost for each item requested. Please be as detailed as possible, to the best of your ability. If you know where you would like to purchase materials from, please list the contact information of the retailer(s) below, along with the URL addresses to each item you will be requiring. If you need suggestions for how and where to purchase materials, please contact the Student Sustainability Projects Coordinators by email.*

The budget items that require funding is only the cost of ordering the native trees. The Grounds superintendent has expressed that if there are additional costs due to shipping, they will cover them. The trees will be native to Illinois and ordered from Forrest Keeling nursery.

For this project, we want to get a selection of native trees in coordination with or at the discretion of the Grounds Supt. After some discussion, we have decided the best way to go about this is to approve an amount and order the specific trees after approval since it is highly dependent on availability. We are going with a price point of roughly $15 a tree, and would like to order around 150 trees. That sets the budget for this project at approximately $2250. As any amount approved towards this project would be helpful, this budget is flexible.

*Will this project require ongoing funding? Do you have a plan for supporting the project in order to cover replacement, operation, or renewal costs?*

There would not be ongoing funding required of the green fee committee, as grounds would maintain the trees.

*Every project must be publicized! Where would you like to see information about this project reported?*

This project could be publicized on the green fee web page.