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: Water Fountain Filling Station**

**Contact Information:**

Project Team

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *UIS Student/Faculty/Staff & Department (or Office)* | *UIS Email* | *Phone #* |
| Brian Kelley | UIS Staff, Residence Life | Bkell22@uis.edu | 6-6190 |
| Ryan Hofman | UIS Staff, Residence Life | Rhofm2@uis.edu | 6-6190 |
| Michelle Vinson | UIS Staff, Residence Life | Mvins2@uis.edu | 6-6190 |
| Talor Mourning | UIS Staff, Residence Life | Tmour2@uis.edu | 6-6190 |
|  |  |  |  |

Organization/Affiliation: Department of Residence Life

**Project Information:**

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

*This project is to add water filling stations at each of the water fountains in LRH and FRH. Four in total.* The goal of this project is to replace the existing water fountains in both Lincoln and Founders Residence Halls with a combination water fountain and filling station. The desired outcome would to decrease the amount of disposable plastic that is produced, and placed into the trash within the UIS Residential facilities.

*How will this project improve sustainability at UIS?*

Western Illinois University estimates that since 2013 when the first filling stations were installed, over 1 million plastic bottles have been kept out of landfills. (<https://goo.gl/VysC2R>). This project would aid in sustainability by bringing less waste to landfills, and continue to strengthen the green initiatives on campus. The more filling stations provided throughout campus, along with promoting their use through providing water bottles can change the culture and perception of the importance of sustainability.

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

Students would be directly affected as it would allow quick convenient location to replenish drinking water on their floor or in their buildings as they leave or return to the building. It would help in curtailing the use of disposable bottles, and allow the students to practice simple but effective sustainability efforts.

*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.*

*Residence Halls*

*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.*

*Indirectly groups that use space in these buildings as offices, or student organizations that utilize the Great Room or Seminar Room.*

*Have you applied for funding from the Student Green Fee previously? If so, for what project? No*

**Scope, Schedule, and Budget verification**

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

Once the project is approved Water filling stations will be ordered. Work will be contracted with UIS plumber, or an outside contractor for immediate installation in the spring semester.

*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.*

1. *4 water-bottle filling stations costing no more than $1,500 each from GlobalIndustrial.com* <https://goo.gl/nQkozV>
2. *Labor for UIS Plumber to install. Estimate 7 hours for installation of all, costing $650.00*

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

*This project should not require ongoing funding. Supplies, parts needed for repairs will be factored into yearly budgets.*

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

*Preferably promoted on the UIS website, and DRL website, and across UIS social media outlets directly related to residential students.*