

UIS Green Project Letter of Intent- Step 1

To complete your Green Project Letter of Intent, download this word document and type all answers to the questions below. Save your completed word document as a new file.

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 LOI”**
This can be found under **Step 1** of the “Submit a Green Project Proposal” section.

You will be redirected to an external WebQ. Upload your completed application by the deadline which can be found in the **“Timeline”** section of the Green Projects website.

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

Project Name: Sustainable Signage

Contact Information:

Project Team

Name	UIS Student/Faculty/Staff & Department (or Office)	UIS Email	Phone #
Salome Wortman	Sustainability Projects Coordinator	swort2@uis.edu	

Organization/Affiliation:

Project Information:

Please provide a brief description of the project. What are the goals and the desired outcomes of the project?
Potential project for updating/creating new signage for sustainable projects posted on campus. Can include gardens, repair stations, for the photocells installed, new LEDS or toilets, etc.

Please describe why this project matters to you and how it relates to sustainability.

By informing people about how UIS is becoming sustainable, we can work to educate and inspire people who live on, work at, or visit the campus on how we’re working to be more in tune with the environment.

Where will the project be located?

Where sustainable projects on the UIS campus end up, particularly gardens if possible.

Please provide a brief summary of how students will be involved in or affected by the project:

Other students can be involved in helping decide what areas or fixtures would be worth putting signs into, as well as deciding what information would be best.

Please provide a brief summary of the project timeline (Most approved projects are proposed in the Fall and implemented in the Spring)

Once project is funded, the signs can be designed over the course of the next few months. Can coordinate with the new garden areas being proposed as well. Once complete, new signs can be ordered.

Please provide a brief itemized breakdown of the funds needed.

Garden Signs: Assuming the maximum amount of signs are ordered, 20 7"x10" aluminum garden signs would cost \$163.00 with free shipping from <https://www.smartsign.com/customized-sign-template/sku-S-3743-7x10>. The price varies based on the number of signs

This cost adapted from my first sustainable signage proposal. Will be updated if accepted for full proposal.

Do you have any suggestions for how we could measure the success of this project?

Engagement with signs.

Additional comments:

Any additional comments/relevant information about the project proposal