**Funding Criteria**

**A. General Rules**

1. Students, faculty, and staff are encouraged to submit requests for funding. Student-led projects require a faculty or staff sponsor in order to have funds awarded.
2. Funding can only go to university-affiliated projects from students, faculty, staff, and departments.
3. All SSC projects must make a substantial impact on students. This may be a direct impact or an impact through education and engagement. All SSC funding is 100% from student green fees, so the projects funded by the students must benefit them.
4. SSC encourages innovation and new technologies – creative projects are encouraged to apply.
5. Unless a type of expense is specifically listed below as having restrictions, SSC can generally fund it. The items referenced below should not be taken as comprehensive list.

**B. Things SSC Can Fund, On A Case-By-Case Basis**

1. SSC can fund feasibility studies and design work; however, it must work toward ultimately addressing a sustainability need on campus.
2. SSC can fund staff positions that are related to improving campus sustainability. Strong preference will be given to proposals receiving matching funding from departments and/or plans for maintaining continuity of the position after the end of the initial grant.
3. SSC can fund outreach events with a central theme of sustainability, provided their primary audience is the general campus community.
4. SSC discourages funding requests for food and prizes but will consider proposals on a case by case basis that prove significant reasoning.
5. SSC can fund repairs and improvements to existing building systems as long as it works toward the goal of improving campus sustainability; however, a preference is shown to projects utilizing new or innovative ideas.
6. SSC can provide departments with loans for projects with a distinct payback on a case by case base. Loans will require a separate memorandum of understanding between SSC and departmental leadership pledging to repay the award in full and detailing the payback plan.

**C. Things SSC Will Not Fund:**

1. SSC will not fund projects with a primary end goal of generating revenue for non-University entities.
2. SSC will not fund personal lodging, food, beverage, and other travel expenses.
3. SSC will not fund any travel expenses.
4. SSC will not fund tuition or other forms of personal financial assistance for students beyond standard student employee wages.

**Your funding application should include this application and any letters of support.**

*Please submit this completed application and any relevant supporting documentation by the deadline listed on the SSC website to* *Sustainability-Committee@Illinois.edu**. The Working Group Chairs will be in contact with you regarding any questions about the application. If you have any questions about the application process, please contact the Student Sustainability Committee at* *Sustainability-Committee@illinois.edu.*

**General & Contact Information**

**Project Name:**

**Total Amount Requested from SSC:**

**Project Topic Areas:** [ ]  Land & Water [ ]  Education [ ]  Energy

[ ]  Transportation [ ]  Food & Waste

**Applicant Name:**

**Campus Affiliation (Unit/Department or RSO/Organization):**

**Email Address:**

**Check one:**

 [ ]  This project is solely my own ***OR***

 [ ]  This project is proposed on behalf of (name of student org., campus dept., etc.):

**Project Team Members**

|  |  |  |
| --- | --- | --- |
| **Name** | **Department** | **Email** |
| Name | Department/Organization | Email Address |
| Name | Department/Organization | Email Address |
| Name | Department/Organization | Email Address |
| Name | Department/Organization | Email Address |

**Student-Led Projects (Mandatory):**

Name of Faculty or Staff Project Advisor:
Advisor’s Email Address:

**Financial Contact *(Must be a full-time University of Illinois staff member)***

Contact Name:

Unit/Department:

Email Address:

**Project Information**

*Please review the proposal materials and online content carefully. It is highly recommended you visit a working group meeting sometime during the proposal submission process.*

**Please provide a brief background of the project, its goals, and the desired outcomes:**

*We want to know: What is your project? What does it concretely produce, accomplish, or solve? Why is this project needed on campus?*

**Where will the project be located? Are special permissions required for this project site?**

*If special permission is required for this location, please explain and submit any relevant letters of support with the application. SSC cannot fund projects without prior location approval.*

**Other than the project team, who will have a stake in the project? Please list other individuals, groups, or departments affiliated directly or indirectly by the project. This includes any entity providing funding (immediate, future, ongoing, matching, in-kind, etc.) and any entities that benefit from this project.**

*Please attach letters of commitment or support at the end of the application.*

**How will this project involve and/or benefit students?**

*This includes both direct and indirect impact.*

**What are your specific outreach goals? How will this project inspire change at UIUC?**

**How will the project improve environmental sustainability at the Urbana-Champaign campus?**

**If applicable, how does this project impact environmental injustice or social injustice?**

**Scope, Schedule, and Budget verification**

**What is the plan for project implementation? Describe the key steps of the project including the start date, target completion date, target date for submitting a final report, and any significant tasks or milestones.** *Please be as detailed as possible.*

**List all budget items for which funding is being requested. Include cost and total amount for each item requested.**

*Please be as detailed as possible.*

**If the project is implemented, will you require ongoing funding? What is the strategy for supporting the project in order to cover replacement, operation, or renewal costs?**

*SSC provides funding on a case by case basis and should not be considered as an ongoing source of funding*

**Please include any other obtained sources of funding. Have you applied for funding elsewhere?**

*Please attach any relevant letters of support as needed in a separate document.*

**Have you applied for funding from SSC before? If so, for what project?**

**How will you bring awareness and publicize the project on campus? In addition to SSC, where will information about this project be reported?**