

Associated Students Sustainability Fund Project Proposal

INSTRUCTIONS: This Project Proposal form needs to be completed electronically, using only the spaces provided. Text must fit within the boxes provided.
Once complete, submit a final copy via e-mail. Late applications will not be accepted.

1. Project Title: _____

2. Applicant Information

Name: _____	Student ID# (found on Portal): _____
Email: _____	Phone: _____
Major: _____	Minor: _____
Expected Year of Graduation: _____	Are you an AS Employee? _____

3. Project Advisor Information

Advisor Name: _____	Advisor Title: _____
Advisor Email: _____	Advisor Phone: _____

4. Other Funding

Have you acquired matching funds? If yes, describe below.
This is not required unless the project is off campus.

5. Project Summary

Please provide a brief description of your project. This is where you describe your project purpose, statement of need, goals, measurable objectives, expected outcomes and positive impact.

6. Amount of Funding Requested (\$4,999 max):

Larger requests are allowed but you need to have communicated with AS Sustainability in advance and have been approved by BMUC to move forward to SFAC.

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7. Project Goals and Desired Outcomes

The Associated Students Sustainability Fund Allocation Committee will use the following definition of sustainability when assessing your proposed project:

"The remaking of the human presence in the natural world in a manner that will allow all current and future humans to be healthy; have strong vibrant, secure, and thriving communities and nations; have economic opportunity for all; and restore and maintain the integrity of our life support system, the bio-sphere."

*Please **list** the goals and desired outcomes of your proposed project and explain how they are aligned with the above definition of sustainability. Reviewing the example rubric can assist you in developing this section and make sure you are meeting the priorities of this fund.*

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8. Project Work Plan

Please explain, in as detailed a manner as possible, how you plan to implement your proposed project and the timeline associated with that implementation, including your target completion date. Include how you will measure your effectiveness and with what metrics. Address your plan for on-going maintenance if applicable. Please also list if and when the project director will change.

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9. Collaboration

Please list any individuals, departments, organizations, or businesses you are working with, or plan to work with, to complete your project. Collaborators need to acknowledge their role by signing below.

Name Title Department/Company/Group

Brief statement of how you intend to collaborate with or support this project, if funded as proposed:

Signature Date Phone

Name Title Department/Company/Group

Brief statement of how you intend to collaborate with or support this project, if funded as proposed:

Signature Date Phone

10. Proposed Budget

Please provide an itemized list of ALL expenses you are requesting funds for. Please indicate the total amount requested from SFAC. The total amount of funding requested by SFAC should match the amount given on the front page of the proposal form. Organize expenses in categories (ex: equipment, outreach, supplies...).

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11. Documentation of Matching Funds *(conditionally required)*

All off-campus projects must attach a letter of support committing a dollar-for-dollar match. This match can not come from the Associated Students.

12. Additional Supporting Documentation *(not required)*

Is there a component to your project that requires additional supporting documentation that cannot be captured in this proposal format? If so, please include no more than one to two additional pages that will help the Committee assess the merits of your proposed project. This can be photos, equipment examples, speaker bio's...)

Important: Once your Project Proposal is complete, e-mail a copy to AS_Sustainability@csuchico.edu with collaborator signatures and supporting documentation. Confirm your application was received.

Applicant's Name (print): _____

Applicant's Signature: _____ **Date:** _____

By signing this document you agree that all information is true to the best of your knowledge. You also agree that this information may be shared with the public and members of the Sustainability Fund Allocation Committee.

Project Advisor's Name (print): _____

Project Advisor's Signature: _____ **Date:** _____

By signing this document you agree that all information is true to the best of your knowledge.