



Request for 2022-23 Funding Services and Activities Fee Committee

BUDGET PROPOSAL CONTACT INFORMATION

Department Name: Husky Sustainability Fund

Create Date: 02/08/2023

Due Date: 02/17/2023

Submitter Name: Genevieve Conley

UW Email Address: gmconley@uw.edu

Phone Number:

Department Head Approval:

Department Head: Conor Leary

Requested Amount: **\$174,652**

Departmental Information

STUDENT UTILIZATION

The Husky Sustainability Fund (HSF) provides students with the opportunity to engage in their community by supporting initiatives that build a campus culture of sustainability. Support for collaboration between students, faculty, and staff through HSF allows students to play a critical role in the campus community and have their voices valued. The HSF provides an opportunity through student positions and student-focused projects to find solutions to sustainability challenges, and the work will secure the ability for future students to have access to the same, if not better, resources and opportunities.

This year, we brought a part-time Student Sustainability Coordinator to campus- hoping to increase to full-time- and two new student positions: Diversity, Equity, and Inclusion Coordinator, and a Project Development Specialist. This team built the Husky Sustainability Fund program, providing opportunities for students interested in sustainability to gain experience in leadership, project management, and research skills. The HSF team also holds positions on the Chancellor's Advisory Committee For Sustainability, participating in institutional sustainability oversight.

The HSF is still a new program, and our team is learning how we can best support and benefit students. The guidance of a full-time Student Sustainability Coordinator is invaluable to the success of the program. This position is an essential student resource and provides knowledge of campus policies and procedures, provides financial oversight, conducts risk management and mitigation for projects, and ensures student outreach and engagement programming. Please review supplemental documents for more information.

CORE VALUES/MISSION ALIGNMENT

The Husky Sustainability Fund (HSF) aligns with multiple aspects of UW Tacoma's strategic plan, specifically Communities, Scholarship, Equity, and Vitality.

Communities: Goal 3 & 4-A key aspect of successful sustainability initiatives is community engagement and partnership building. HSF projects not only aim to incentivize and enhance community engagement on campus but will create entry points for future partnerships that benefit our on campus and surrounding community. The HSF team is dedicated to identifying community-based organizations -like the YMCA and Razor Scooter- for future partnerships to prioritize accessibility and continue to remove barriers to education at UW Tacoma.

Scholarship: Goal 6 & 7-The HSF actively provides opportunities to fund research for students and faculty, providing an avenue for short-term internships for student workers on campus. The HSF also encourages projects and provides funding for community-engaged learning that builds a stronger and more resilient campus and Tacoma community.

Equity: Goal 8- The fund makes it possible for innovative student projects related to questions of sustainability as well as environmental equity and social justice to come to fruition on our campus. It provides financial support as well as professional mentoring and guidance as students implement ideas developed in courses, student groups, and in community collaborations on and off the UWT campus. All of these projects will be "lived" versions of our goal to expand opportunities for faculty, staff, and students to engage in work around social justice and anti-racism.

Vitality: Goal 10 - The Fund supports student-led and student-focused projects related to sustainability and social equity on our campus and in our community. The HSF enables students to participate in a high-impact practice of community-engaged research to activate our campus. The HSF provides opportunities for students to influence sustainability initiatives on campus focusing on engagement in the design and use of campus space. Fund-created projects develop pathways to expand student access to higher education in the future.

SAF-FUNDED PROGRAM OR SERVICES GOALS AND OUTCOMES

As a new program on campus, the HSF's goals were visibility, project funding, and partnerships. To start the academic year, we co-hosted two student-focused events during the autumn quarter. Both events allowed students to connect with UWT sustainability initiatives. In the winter quarter, we hosted a grant writing workshop for students, faculty, and staff to learn more about our

processes, ask questions, and share their ideas. In total, we have hosted three events with two different UW Tacoma campus partners, with more in the planning stages for the winter and spring quarters.

To increase our visibility on campus, we reached out to over 60 faculty to collaborate within a variety of schools and present in their classes. So far, we have presented in eight academic classes, two faculty meetings, two RSO meetings, and an ASUWT senate meeting. In addition, we have hosted 1:1s with five faculty and the Dean of the School of Urban Studies. To directly reach out to students, the HSF has prioritized time for the Involvement Fair and tabling during new student orientation each quarter.

In addition to our work with campus groups, we formed a partnership with Razor scooter and the City of Tacoma to bring electric scooters closer to campus. Razor scooters are now available to ride from two launch locations on campus and will increase micro-mobility options beyond downtown Tacoma. We also partnered with ASUWT and UW Y Student Center to pilot a free menstrual product program during January and February 2023. Through the pilot program with the Y, we created an anonymous survey collecting data on the need for free menstrual products. This data will be used to inform a larger initiative to have free period products in more buildings on campus. Through this initiative, we have now partnered with four students working within a Global Innovation and Design class to design menstrual product dispensers and an education campaign, share product locations, and explore the possibility to order products for pickup on campus.

Along with programming goals, the HSF has been an excellent launching point to expand sustainability initiatives and programming on campus through staff and student positions. Because of our diligent work to improve visibility, we are quickly realizing that a staff member in a 0.75 FTE (30 hours/week) may not be sufficient for the expectations of the role. This position supervises, attends meetings, presents in classes and administrative meetings, manages the general oversight of projects received by the fund, and tries to organize educational programming. Outreach and programming require a lot of time, and there is a large demand for more sustainability programming on campus. We hope that increasing this position to full-time will only expand programming options and allow for the future sustainability program success on the UW Tacoma campus well into the future.

STUDENT UTILIZATION (COMPARISON OVER PAST 2 YEARS)

In this first year, HSF's top priority was outreach to the campus community. The HSF team has focused on building a base for student involvement in sustainability on campus through the creation of website pages, flyers, and educational events. Over the summer, our team wrote and published the Husky Sustainability Fund application for mini and large grants, eligibility requirements, and official website pages focusing on campus and community resources. Our website lists 50 different sustainability project opportunities across eight different categories. The website landing page, project ideas, and community resources were essential to our outreach efforts and serve as a stepping stone for student sustainability projects on campus.

Our first mini grant funded this year was in partnership with the Student Activities Board, bringing Thy Nguyen to campus to perform spoken word poetry. This event attracted 50 student attendees, 5 student employees, and some faculty and staff. In addition, to expand existing sustainability efforts on campus, we partnered with the Giving Garden to host an Alice in Wonderland tea party with 24 students in attendance, encouraging any student to visit the garden, learn about volunteer opportunities, and play games. Later in October, we partnered with UWT Facilities on Halloween, where 40 students participated in a scavenger hunt that took them to ten existing sustainability projects around campus to defeat a "consumption" monster. During winter quarter we hosted a grant writing workshop with six students in attendance and three staff. In late February, we plan to host a Q+A virtual grant writing workshop to provide additional assistance.

This academic year we have received three official proposals, with one proposal successfully funded during the autumn quarter. Seven students were involved in writing and submitting proposals, with 20 students, faculty, and staff who scheduled informational meetings to discuss projects for future quarters. For proposals in process, we connected students to seven different departments around campus to revise their ideas for submission in future quarters. We also collected and provided feedback for seven sustainability project proposals from an introductory sustainability class.

In addition to HSF grant work, we created a campus sustainability pledge. During orientation and the autumn and winter Involvement Fair, we had 145 students take the sustainability pledge that asked the individual to pledge to incorporate sustainable actions into their daily lives. Of those 145 students, 90% pledged to reduce the number of car trips they take each day, 90% pledged to reduce their energy use by actively turning off their electronic devices when not using them, and 81% pledged to place items in the correct recycle/compost/trash bin. During the fall and winter Involvement fairs, we had 65 students sign up for more information about sustainability-related events and opportunities. Tabling at the new student orientation and Involvement fair allowed us to interact with students one-on-one, introducing sustainability as an integral part of their college experience.

Please see supplemental documents for more detailed information.

COLLECTION OF FEEDBACK & IMPROVEMENTS

Feedback and flexibility are key to HSF's success. To ensure that our application, communication tools, and structure best benefit students, we have incorporated opportunities for feedback across the Husky Sustainability Fund foundation. Our team regularly manages in-person student meetings and shares our contact information to provide necessary project support and grant writing assistance. In our complete grant application, we have a survey section for both mini and large grants where students can provide feedback on the application process and any program components that could be improved. We have also made changes to our application, outreach strategies, and structure based on questions we received when speaking directly with students and during in-classroom visits.

For long-term feedback, our team formed the Husky Sustainability Fund Committee with five members representing faculty, students, and staff on campus. This committee votes on large grant proposals once a quarter and provides guidance and feedback. With the direction of this committee, we have made changes for the winter and spring quarters based on feedback received in the fall. To actively break down barriers to student participation, we have expanded the definition of the HSF to focus on student support and partnerships. We also increased mini grant funds and extended grant deadlines to accommodate final class projects and provide more time for students, faculty, and staff. These changes are the first of many, and each quarter the HSF Committee has the opportunity to provide guidance and implement any changes that create a foundation for exponential growth in upcoming years.

Combined with the tools described above, we also use the following to track student attendance at events and project progress:

- Sign-in sheets to track student attendees
- End-of-year student surveys

-Project Status Reports detailing sustainability indicators connected to funded projects.

SERVICE BENEFITS TO STUDENTS

Projects that are funded by the HSF involve students in four key ways: projects may be led by students, directly benefit students, ideas and initiatives are driven by student needs, and the HSF provides student employment/professional development opportunities.

First, the HSF can provide student with stipends for their work on a project. These stipend positions provide an opportunity to pay students fairly for their work and support hands-on experiences for our students working on innovative sustainability projects. This work also allows students to form lasting mentorships on our campus and with community partners.

Second, funding directly supports projects benefiting students. Many projects provide an opportunity for students to build real-world skills like project management, marketing, event planning, meeting facilitation, partnership building, etc. Not only do projects provide resume-building experience, but also contribute to the creation of a sustainable community unique to the UW Tacoma campus. Most HSF proposals outline initiatives to break down barriers for students ensuring their health and well-being and providing the necessary resources for future student success.

Third, almost all project initiatives have originated with students as creators of innovative sustainable projects on our campus and in our community. The most impactful and successful HSF initiatives are driven by personal experiences, student passions, and a desire to build a healthy and thriving community. The HSF provides students with a supportive and hands-on opportunity to make noticeable changes on campus that will have lasting impacts well into the future.

Finally, the HSF employs undergraduate and graduate students. Student employees receive professional development opportunities, leadership training, and hands-on experience with collaboration and project management. I asked HSF employees to share their personal experiences with the new program. Dhruvi Kaswala-DEI Coordinator shared, "[The] Husky Sustainability Fund has made a major impact on my life, personally and professionally. I knew about a few sustainability related issues happening around the world but never really thought of it. After working with HSF, I started making small changes in my life that gradually made a big difference on how I live sustainably." Laura Edmundson- Project Development Specialist wrote, " My internship as the Project Development Specialist with the Husky Sustainability Fund has greatly impacted my experience here at UWT. I've been able to work on my presentation skills (I was a nervous presenter), I helped build out a program essentially from scratch, and have been learning what does and doesn't work here on this commuter/non-traditional campus...This internship has helped me build confidence in other areas of my schooling like my classes for my sustainability minor and my business management major because we work collaboratively with a lot of different people, majors, and departments in and outside of UWT; I've noticed first hand that there is a want and need for sustainability on this campus and that we've only just begun."

Staff Budget Requests

Category	Details	Amount Requested
Classified Staff ²	Full time FTE Student Sustainability Coordinator E001	
	Classified Staff Wages:	\$54,241
	Fringe @ 31.8%:	\$17,249
Student Staff ³	3 student coordinators @ 19.5 hrs/week. Calculating 51 total weeks of work + 20 hours each of training. E002	
	Student Staff Wages:	\$47,905
	Fringe @ 21.5%:	\$10,300
PERSONNEL TOTAL:		\$129,694

Other Budget Requests

Category	Details	Amount Requested
Contracted Services	Marketing	S001 \$1,000
Other Services	Workday fee	S002 \$258
	UW telephone services	S003 \$200
Non-Food Supplies & Materials	Event supplies and materials	S004 \$1,000
	Promotional items	S005 \$2,000
	Staff name tags and business cards	S006 \$250
Food	Staff summer/fall training	S007 \$250
Aid, Grants & Subsidies Given	Husky Sustainability Fund	S008 \$40,000
SUPPLEMENTAL TOTAL:		\$44,958

PERSONNEL TOTAL:	\$129,694
SUPPLEMENTAL TOTAL:	\$44,958
COMPLETE PROPOSAL TOTAL:	\$174,652

Supplemental Documents



HSF STATISTICS BREAKDOWN 2022-23



UPDATED STUDENT SUSTAINABILITY JOB DESCRIPTION