



Request for 2024 Funding Services and Activities Fee Committee

BUDGET PROPOSAL CONTACT INFORMATION

Department Name: Husky Sustainability Fund

Create Date: 12/26/2023

Due Date: 02/07/2024

Submitter Name: Genevieve Conley

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Department Head Approval:

Department Head: Conor Leary

Requested Amount: **\$179,083**

Departmental Information

STUDENT UTILIZATION

The Husky Sustainability Fund (HSF) provides students with the opportunity to engage in their community on campus and beyond, supporting initiatives that contribute to a culture of sustainability. We define sustainability "in an inclusive way, encompassing human and ecological health, social justice, secure livelihoods and a better world for all generations" in alignment with AASHE (2020). Increased support for collaboration between students, faculty, and staff through HSF will allow students to play critical roles in the campus community and bring value to their voices and ideas. Driving sustainable programming into academics and campus operations, this fund promotes innovative project design and increased opportunities to make real change on both individual and campus-wide scales.

First funded in 2020-2021 by SAFC, the fund, and associated positions were proposed by students and faculty as a part of the UWT Sustainability Committee. The HSF aims to fund projects across campus focused on increasing holistic student well-being. Our funding has expanded access to services like undocumented student peer advising, free reusable menstrual products, student-designed art installations, improved waste sorting, informational education campaigns, and more. All our projects involve or directly benefit students and create opportunities outside the classroom for continued student success.

The HSF team also offers part-time student employment opportunities. In these positions, students develop professional work skills for post-graduation, form relationships with students, faculty, and staff pursuing funding and implementing projects, and often take on personal sustainability projects.

CORE VALUES/MISSION ALIGNMENT

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

Communities: Engagement and partnerships are essential to successful sustainability projects. Our projects aim to enhance community engagement on campus and in the surrounding community. The HSF team is dedicated to identifying community-based organizations -like the Hilltop Urban Gardens and Mi Centro- for future partnerships to prioritize accessibility and continue to remove barriers to interacting with sustainability at UW Tacoma.

Scholarship: The HSF actively provides opportunities to fund research for students mentored by faculty or staff, providing an avenue for internships focusing on special interest projects. The HSF also encourages projects and provides funding for community-engaged learning that builds a stronger and more resilient campus.

Equity: HSF makes it possible for innovative student projects related to questions of sustainability as well as environmental equity and social justice to occur on campus. The fund provides financial support, professional mentoring, and guidance as students implement ideas developed in courses, student groups, and community collaborations on and off the UWT campus. Our approach is hands-on and will support students no matter their background or previous project experience. Our team helps find resources and connect students to partners, and we are always willing to provide as much support as is needed. In 22-23, among our 22 funded projects, 77% of them fell into project categories addressing resilience and wellbeing, education, and DEI-related topics. 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: The HSF 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 work that encourages involvement beyond the classroom. The HSF provides opportunities for students to have influence over new sustainability practices and policies on campus, allowing for student engagement in the design and use of campus space and resources.

SAF-FUNDED PROGRAM OR SERVICES GOALS AND OUTCOMES

In our second year, the HSF's goals include visibility, expansion of sustainability programming, and increased partnerships. This year, we co-hosted a Harvest Homecoming party in the Giving Garden, providing new and returning students an opportunity to explore the garden, learn about HSF projects, and celebrate the start of the year. The HSF continues to host grant writing workshops twice a quarter, and the team has revised the format to include more information on grant writing tips while maintaining a small 1:1 atmosphere for attendees to ask questions and share project ideas. Our team has also tabled at orientation, involvement fair, and preview days. In an effort to expand our visibility, the HSF integrated a new sustainability leadership presentation into student leader training at the start of the 23-24 academic year.

Marketing and outreach are integral to encouraging more applications, spreading the word about our program, and giving students more time to formulate project ideas. We have increased our use of social media, started a new blog about student-centered sustainability topics, and sent a bi-weekly newsletter through DUBNET. Our team also gave 24 presentations in academic classes and student organization meetings during fall 2023 and the beginning of the winter quarter. For winter and spring, we hope to expand presentations into more computer science, business, healthcare leadership, and RSO meetings.

To expand and improve our programming resources, HSF student workers have created a DEI Sustainability Guide tailored to UW Tacoma, revised our project ideas page, created project brainstorming templates, and continued to create resources to help students. During the winter quarter, we will advertise new open office hours for students, faculty, and staff to stop by our office without a set meeting. These hours will offer another low-pressure opportunity to interact with our team. Along with more resources, we also are actively working on developing long-lasting partnerships. So far this academic year, we have partnered with Mi Centro, IIGE, UWT Library, UWT IT, the Psychology department, the Giving Garden, Husky Volunteers, and a new student group called IRIZE working on menstrual equity.

New this year, our team launched a non-academic Sustainability Leadership Certificate. The goals of this new program are to increase sustainability programming offered outside of the classroom, build more accessible pathways to learn about sustainability, and continue to expand the types of students we reach. The certificate is hosted on DUBNET, and any student, regardless of major or year, may complete the certificate. There are no extra class fees, and students have the opportunity to complete a small sustainability project. We have five upcoming seminars for students to attend featuring UWT professors as guest speakers from the School of Urban Studies, Nursing and Healthcare Leadership, SIAS, and SAM. Currently, we have 16 students registered and completing certificate tasks, and we anticipate more to join as students hear about this new opportunity.

STUDENT UTILIZATION (COMPARISON OVER PAST 2 YEARS)

The HSF has only been fully available to students since the fall quarter 2022. Comparing fall 2022 and fall 2023, the HSF has seen a large increase in involvement and grant applications from only one funded grant in fall 2022 to eight grants funded during the fall 2023 quarter. Last year, our team saw an increase in applications during the winter and spring quarters, and given our increasing involvement trend this year, we expect more projects during the winter and spring of 2024. Currently, our team is working with students and faculty on five project proposals for implementation in the spring quarter.

In the fall quarter alone, the HSF received nine proposals and funded six mini grants and two large grants for a total of \$6,672. For all HSF-affiliated/partnered events, we had 195 student attendees. Since spring 2022, the HSF has received 40 grant proposals requesting a total of \$122,929 in funding for sustainability projects. Of those proposals, we have approved around \$80,000. The HSF has funded 30 different sustainability projects on the UW Tacoma campus, all involving or directly benefitting students. Of our funded projects, ten provided a direct student service, seven were proposed by a student, four were student events, and nine funded student internships.

This year, the Student Sustainability Coordinator position became full-time with three student employees. This team has built upon the existing structure of the Husky Sustainability Fund program from the previous year, providing opportunities for students interested in sustainability to gain experience in leadership, project management, and research skills. We increased paid student positions, adding one more HSF staff and two stipend student positions to work on the Sustainability Leadership Certificate. Having a full team has allowed for a significant increase in programming, outreach, projects, and an expansion of sustainability discussions beyond the classroom. The current student positions are essential to the future success of this program. HSF student employees are involved in every step of projects and often create projects and resources based on personal and professional goals.

Number of Projects Funded

Fall 2023: 8

Academic Year 2022-2023: 22

Number of Events

Fall 2023: 6

Academic Year 2022-2023: 12

Please see supplemental documents for more detailed information on yearly data.

COLLECTION OF FEEDBACK & IMPROVEMENTS

Feedback is key to the success of our program. To ensure that our application, communication tools, and structure best benefit students, we have incorporated opportunities for feedback across all applications and reports. Our team manages in-person meetings and provides 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 feedback received when speaking directly with students.

For long-term feedback, our team formed the Husky Sustainability Fund Committee with five members representing faculty, students, and staff. This committee votes on large grant proposals once a quarter and provides program guidance. Based on project proposals, feedback from workshops, and student feedback, our team has made a large effort to put as much information about funding on the website. There is now a database with funded projects, our team updates possible project ideas based on student presentations, and we have revised our application to include examples of project descriptions that were funded to limit confusion for groups in the future.

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

- Implemented mid & final project status reports;
- DUBNET: tracked registration, attendance, and feedback;
- Revamped tabling with a sustainability trivia game;
- Regularly revise our presentations and events to better fit the needs of attendees;
- We always debrief after events to write down needed future changes and things that went well;
- We attend final class presentations to talk with students, collect sustainability ideas, and add them to our website.

SERVICE BENEFITS TO STUDENTS

HSF grants and programming benefit students in three distinct ways. Grants provide student funding, expand student services, and support student ideas.

Student Funding: HSF can provide pay for student work on a sustainability project or in a sustainability-related internship. Paid positions offer students access to unique experiences working on innovative sustainability projects. This work also allows students to form lasting mentorships, pilot new projects, and add experiences to their professional portfolios.

Student Services: Grants often support projects proposing new student services. Many projects provide opportunities 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 UW Tacoma. Most HSF proposals outline initiatives to break down barriers for students, ensure their health and well-being, and provide the necessary resources for future student success. Some examples of initiatives include providing free reusable menstrual product kits, educational pamphlets, and peer-to-peer support services.

Student Driven: Almost all project initiatives have originated as student ideas. The most impactful and successful HSF initiatives are driven by personal experiences, student passions, and a desire to build a healthy and thriving community. Grants can fill in student and community needs, resources, and programming that might not already exist on campus. 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.

Our student workers are integral to program success, and Isabella Raflowski, the 2023-2024 Project Development Specialist wrote, "The opportunity to work for the Husky Sustainability Fund has rewarded me with great fulfillment and inspiration. Being a part of such a passionate team enthruses me and encourages me to incorporate forward-thinking and inclusivity in my career. I have truly enjoyed connecting with other students and participating in UW's progression toward a more sustainable future."

Staff Budget Requests

Category	Details	Amount Requested
Classified Staff ²	Professional staff wage for Student Sustainability Coordinator E001	
	Classified Staff Wages:	\$56,411
	Fringe @ 31.4%:	\$17,713
Student Staff ³	Wages for three student workers at \$16.28 for 15 hours in the summer and 19.5 during the academic year. E002	
	Student Staff Wages:	\$45,201
	Fringe @ 20.5%:	\$9,266
PERSONNEL TOTAL:		\$128,591

Other Budget Requests

Category	Details	Amount Requested
Contracted Services	Sustainability Leadership Certificate seminar guest speaker honorariums.	S001 \$1,200
Other Services	Sustainability Leadership Certificate- Student Assistant stipend for the entire academic year. This is equivalent to 7 hours/week for one student.	S002 \$4,500
	Workday Fee	S003 \$258
	Telephone Fee	S004 \$200
	IT revenue recharge fee for 12 months	S005 \$834
Non-Food Supplies & Materials	Sustainability event supplies	S006 \$2,000
	Staff nametags and business cards	S007 \$250
	Promotional items	S008 \$1,000
Food	Food for student staff trainings over the summer.	S009 \$250
Aid, Grants & Subsidies Given	Husky Sustainability Fund	S010 \$40,000
SUPPLEMENTAL TOTAL:		\$50,492

PERSONNEL TOTAL:	\$128,591
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COMPLETE PROPOSAL TOTAL:	\$179,083

Supplemental Documents



HSF SUPPLEMENTAL DATA

This document has data about projects from 22-23 and 23-24 so far.



STUDENT WORKER- JOB DESCRIPTIONS

Husky Sustainability Fund student worker job descriptions.