The Green Fee

Requests for Proposals – Deadline: Friday, October 14th at 11:59pm

Do you have a great idea that would reduce Union’s carbon footprint? Educate the campus on sustainability? Make our operations more sustainable?

The Green Fee Governance Committee (GFGC) is pleased to accept proposals for funding to see your project realized.

Proposal Guidelines:

• Funding requests can be up to $25,000.
• Projects must be beyond the scope of Presidential Green Grants in terms of impact and funding (>2,000).
• Proposals should be no more than 5 pages, and include specific information detailing rationale, project/research plan, impact on carbon footprint, anticipated outcomes including assessment, detailed budget, timeline and foreseeable problems/barriers. Please include The Green Fee Application Form as a Cover Sheet.
• Only proposals from fully matriculated students of Union College will be considered. However, students are encouraged to collaborate with faculty and staff.
• Projects will be funded based on the likely benefit to campus sustainability, reduction in carbon footprint, creativity, uniqueness and the project’s overall feasibility.
• The duration of the project itself is flexible but the funding must be used by the end of spring term. Use it or lose it!
• Funded projects are not eligible for funding in subsequent years.
• If the project is designed to live beyond the awardee’s time, the plan should include a plan for succession.
• If your project would include other individuals/departments/offices please make sure that you have discussed and gotten their approval before submitting your proposal.
• Grants will not be made retroactively (e.g. to reimburse).
• Grant awardees will be expected to submit regular progress reports, write a written report to the GFGC upon completion of the project, and participate in a poster or oral presentation at Steinmetz.

Proposals should be submitted online at https://goo.gl/forms/VRbZR1OU2Dg7L9iq1

Form is also accessible at muse.union.edu/garnetgoesgreen/resources

Questions about eligibility or proposal format can be sent to the Green Fee Governance Committee (GFGC) via sustain@union.edu
The Green Fee Proposal Coversheet

Contact Name: ____________________________________________

Contact E-mail: __________________________________________

Contact Major: ____________________________________________

Proposed Project Title: ______________________________________

______________________________________________________________________________

Amount of funding requested $________________* 
*An itemized budget must be included in the proposal for consideration

Collaborators: 
______________________________________________________________________________

______________________________________________________________________________

Executive summary of proposed project (100 words or fewer):
Contacts for Successful Green Fee Proposals!

Chances are that your proposal will involve/affect another department/individuals on campus, so you need to make sure to inform the relevant campus officials about your proposals, take into consideration their advice and ultimately prove to the Green Fee Governance Committee that this is a feasible project with all stakeholders on board.

Please check off any departments contacted; if not listed, please write in department name and person contacted at the bottom of the page. Thank you!

**Office of Residential Life**
Location: Reamer 409  
Phone: (518) 388-6117  
Email: housing@union.edu

**Athletic Department**
Location: Alumni Gym  
Phone: (518) 388-6284  
Email: mclaughj@union.edu  
Contact: Jim McLaughlin

**Dining Services Office**
Location: Reamer 202  
Phone: 518-388-6050  
Email: staceyc@union.edu  
Contact: Callie Stacey

**Department of Public Safety**
Location: College Park Hall  
Phone: (518) 388-6911  
Email: olseng@union.edu  
Contact: Gary Olsen  
(Responsible for parking and transportation)

**Facilities Services Building**
Location: East of Reamer Circle  
Phone: (518) 388-6181  
Email: matarazp@union.edu  
Contact: Paul Matarazzo

**Office of Minerva Programs**
Location: Reamer 303  
Phone: (518) 388-8790  
Email: mcevoy@union.edu  
Contact: Tom McEvoy

**Environmental, Health & Safety**
Location: S&E S-316  
Phone: (518) 388-6340  
Email: do bsonde@union.edu  
Contact: Elizabeth Dobson-Davis

**Office of Student Activities**
Location: Reamer 404  
Phone: (518) 388-6118  
Email: millessm@union.edu  
Contact: Matt Milless

Please note that this is meant to be a short list of possible contacts. Contact information for other departments and offices may be found on the Offices & Services page of the website [www.union.edu/offices](http://www.union.edu/offices)