Westminster College
Sustainability in Action Project Proposal Form

Purpose:
The Sustainability in Action program, funded by the GeoFamily Foundation, helps students design and implement projects that promote increased sustainability awareness and action in our community. These paid positions provide students the structure, mentorship, and funding needed to turn their ideas and passion into real, targeted sustainability solutions. In the process, students will gain knowledge and skills in leadership, communication, project implementation and assessment, and social/environmental responsibility.

Program Basics:

- Students are paid as student employees for **180 hours ($1500 total)**.
- Each student may request up to **$1200** in funding to implement the project.
- Each project must have a faculty/staff mentor who will receive a **$500** stipend upon successful completion of the project.
- Recipients are selected by the Westminster College Sustainability Council.
- Students must meet with faculty/staff mentor at least once per month.
- Students must attend a monthly meeting of all project participants.
- Students must present their project results in a written report and at an end-of-year gathering.

Project Criteria:

- Project includes at least one Westminster College student, a staff/faculty mentor, and a community partner.
- Project addresses a specific community need, and the proposal clearly demonstrates the significance of this need with supporting information.
- Project focuses on sustainability solutions that clearly consider environmental, social, and economic factors.
- Proposal identifies attainable, measurable outcomes and includes a process for assessing outcomes.
- Proposal includes a clear and achievable project implementation plan.
- Project budget is defensible and feasible in terms of the overall project purpose and within the program's budget constraints.

Project Submission Requirements:

- 2015-2016 proposals are due **APRIL 15, 2015.**
- Letter of support from the campus/community partner and faculty/staff mentor must be submitted with proposal.
- Project must be completed and funding used by May 1, 2016.

**Please complete the information below and submit all materials electronically to Kerry Case, Environmental Center Director, at kcase@westminstercollege.edu

Name:_____

Student ID#:_____ Phone Number:_____

Email Address:_____

Name of your project:_____

Faculty/Staff mentor name: _____

Faculty/Staff mentor signature:_____

Name of Community Partner:_____

Organization Address:_____

Name/Title of Contact Person:_____

Signature of Community Partner:_____

Community Partner's Phone Number: _____

Community Partner's Email: _____

Do you have another job on campus? _____

Please address the following in your 3 page project description:

1. **About you:** Please describe your past experience working on environmental issues and/or service and what relevant skills you bring to this project.

2. **Project description:** What do you plan to do?

3. **Need:** Please define the community need/sustainability issue your project will address. What needs to be done?

4. **Population**. Who will benefit from this project? How? Will other students/Westminster community members be involved? If so, how?

5. **Timeline**: What is the time frame for your project?

6. **Budget**: Please provide a detailed budget. Up to $1,200 is available per project.

7. **Outcomes**: What will be the end result of your project? How will your project affect the community members and problems? Please choose at least one college-wide learning goal that you think your work on this project will address.