



Campus Sustainability Grant Program Overview

The UT Martin Campus Sustainability Grant Program is an initiative to enable student groups to engage in meaningful contributions to our campus's sustainability. Grants of up to \$5,000 will be awarded annually to the student group or groups with the best proposal, as determined by the UT Martin Center for Sustainability Oversight Committee.

Fund Eligibility Requirements, Selection Criteria, and Fund Restrictions for Projects

Eligibility is limited to any organization or group that includes at least one currently enrolled UT Martin student. Proposals will be evaluated based on the following attributes:

- Relative need of the proposed action and cost effective use of funds
- Measurable ecological, economic, and/or social benefit to the campus or a UTM center
- Involvement and/or education of the campus and the greater community

Students must be involved in the application process and in carrying out the project. An individual must be designated as the project leader. This individual must be a student or UT Martin employee during the full duration during which the proposed project will be carried out. Awarded funds can be used for materials and supplies to achieve the project goals. The fund cannot be used to pay employee or student worker salaries. All University policies and procedures must be adhered to during implementation (e.g., procurement, health and safety, accounting). The Oversight Committee reserves the right to approve a portion of a proposal or to request additional information or a rewritten or amended proposal.

Applicants are encouraged to discuss their proposal with the Coordinator of the Center for Sustainability and other campus stakeholders prior to submission. If projects require permission, resources, or scheduling or time commitments from one or more college departments or offices, this must be obtained and documented in the proposal.

Grantees are responsible for carrying out the project. Sustainability Center responsibility is limited to providing funding. The project must be completed during a single academic year; the proposal must provide reasonable evidence that this timeline is achievable. Grantees are required to provide a formal report at the end of fall semester and upon completion of the project. Any funds not spent by the completion date will be retained by the Sustainability Center. Upon request, grantees will share the results of their project with the campus community. Failure to complete an accepted grant project will be considered in future grant applications.

Application Requirements and Deadlines

Applications are available from the Center for Sustainability website (www.utm.edu/sustainability) and will be due by 1 March of the academic year prior to the year of the proposed activity. Grant winners will be contacted by 1 April and must accept or decline the award by 15 April. In the event that a grantee declines the award, other applicants may be contacted later in the semester. All materials must be submitted via the Grant Proposal Form (also available from epelren@utm.edu). Please include all requested materials. You will receive an e-mail confirmation of receipt of your application.

Questions regarding the Campus Sustainability Grant Program may be directed to Eric Pelren, Coordinator of the UT Martin Center for Sustainability (epelren@utm.edu). For more information on the UT Martin Center for Sustainability, go to www.utm.edu/sustainability.