Thank you for your interest in the Sustainable Campus Initiative Fund! Please complete this application to the best of your ability. If you have questions regarding any of the following sections, please refer to the grant application handbook found on the Sustainability Office’s SCIF website. Incomplete proposals will be returned to applicants for completion and resubmission in a later cycle of funding.

**SECTION 1 – APPLICANT INFORMATION**

NAME: UNIVERSITY AFFILIATION:

EMAIL: CLASS STANDING (IF STUDENT):

PHONE NUMBER: MAJOR/DEPARTMENT:

UNID:

MAILING ADDRESS:

**SECTION 2- ADVISOR INFORMATION\***

NAME: DEPARTMENT:

PHONE NUMBER:

EMAIL:

*\*Student applicants are required to have a faculty or staff advisor. Please contact the SCIF coordinator if you need assistance in selecting an advisor for your project.*

**SECTION 3 – FINANCIAL INFORMATION**

RESPONSIBLE DEPARTMENT:

RD ADMINISTRATOR NAME: EMAIL:

CHARTFEILD FOR FUND TRANSFER:

**SECTION 4 – COLLABORATOR INFORMATION**

***Please list any other individuals or groups you are working with below; this may include other students, faculty, staff, campus departments, or off-campus organizations. If you are working with campus departments, please attach a letter of commitment to your project from each department in your email when you submit your application.***

**SECTION 5 – PROJECT EXPLANATION**

***Please explain your project in each of the sections below. Attach additional documents to your application if necessary. Please not that each section must be completed in order for your proposal to be considered for a grant.***

PROJECT TITLE:

PROPOSED START DATE: PROPOSED END DATE:

PLEASE OUTLINE AND EXPLAIN YOUR PROJECT, SPECIFICALLY ITS PROPOSED SUSTAINABLE IMPACTS, ANY NEEDS/DESIRES IT WILL SATISFY, AND ITS TARGET AUDIENCE.

PLEASE OUTLINE YOUR PLAN FOR IMPLEMENTING YOUR PROJECT (WHO WILL BE INVOVLED, HOW THE PROJECT WILL BE SUSTIANED IN THE FUTURE BEYOND THIS GRANT, ETC.)

SCIF PRIORITIZES PROJECTS WITH A HIGH LEVEL OF STUDENT INVOLVEMENT. PLEASE EXPLAIN HOW YOU PLAN TO INVOLVE STUDENTS IN THIS PROJECT; IF YOU DO NOT HAVE PLANS TO INVOLVE STUDENTS, PLEASE EXPLAIN WHY THE SUSTAINABLE IMPACTS OF YOUR PROJECT OUTWEIGH THE LEVEL OF INVOLVEMENT AND MERIT A GRANT AWARD.

HAVE YOU RECEIVED A PREVIOUS GRANT AWARD FOR THE SAME OR A SIMILAR PROJECT? IF SO, PLEASE EXPLAIN WHY YOU ARE REAPPLYING TO SCIF FOR ADDITIONAL FUNDING.

**SECTION 6 – LINE – ITEM BUDGET**

***Please outline the financial aspects of your project below; attach additional data, quotes, or other information as necessary when you email your application.***

**GRANT REQUEST (IN TOTAL):**

**Materials & Equipment**

*Please specify items, their cost per item, amount (when applicable), and their total costs (ex. F10T8 Fluorescent Lamp, Cool White – 13.5” Bulb; $3.95; 30; $118.50).*

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| **ITEM** | **COST/ITEM** | **AMOUNT** | **COST** |
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| SCIF Outreach Materials (please specify flyers, posters, signage, etc. - costs are covered by SCIF subject to approval): 2 Posters, flyers, info pamphlets, and bound volume of campus applications delivered |  |  |  |
| **TOTAL MATERIALS & EQUIPMENT COSTS** |  |

**Labor & Services**

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| **LABOR/SERVICE TYPE** | **COST** |
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| **TOTAL LABOR & SERVICES COST** |  |

**Maintenance & Long-Term Operations**

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| **TOTAL MAINTENACE & LONG-TERM OPERATING COSTS** |  |

**Honoraria/Presenters**

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| **TOTAL HONORARIA & PRESENTERS COST** |  |

**Other Expenses (please describe)**

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| **TOTAL OTHER EXPENSES COSTS** |  |

**MATCHING & IN-KIND CONTRIBUTIONS**

*If your project is eligible for matching contributions, has other financial support, and has or will be receiving in-kind donations, please detail those contributions (and their amounts, if applicable) below. In-kind contributions are defined under federal guidelines as “contributions other than cash;” some examples might be a good, such as a donation of a bicycle, or a service or expertise, such as a photocopy service waiving a fee, or a contractor offering planning advice at no cost.*

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| **TOTAL MATCHING & IN-KIND CONTRIBUTIONS**  |  |

**APPLICATION SUBMISSION REQUIREMENTS**

Once your application has been completed, please review the application deadlines [on our website](file:///C%3A%5CUsers%5Cu0883616%5CDesktop%5CApply%20to%20SCIF%20-%20Sustainability%20Office%20-%20The%20University%20of%20Utah.html) and email it and any attachments to emerson.andrews@utah.edu. Please type “SCIF Small Application – Your Name” in the subject line of your email. Micro applications are reviewed every 2-3 weeks, and applicants are informed of their award status via email. For questions, please call 801.581.7510.