Sustainability Fund PROJECT APPLICATION

**Part 1: Applicant Information**   
  
**Project Title:**

Application Date:   
Total Requested Amount (Max grant = to be noted in this space):

Name of Primary Contact:   
Please mark your status with an “X”: Student Staff Faculty\_\_   
Campus Affiliation (Name of Organization, Department, or Office):

Email Address:

Cell and/or Work Phone:

Campus Mailing Address:

If you are a student, please complete this section:

This project is solely my own ***OR***

Project proposed on behalf of (name of student org., campus dept., etc.):

Name of Faculty or Staff Project Advisor (required):   
Email Address:

Campus Address:   
Phone Number: Day-time/Work:

The following section is required for all applicants. Any project that receives funding must identify a Faculty or Staff Project Advisor to administer the project account. If you are a student, ask your advisor to request pre-approval from Department Dean or Director to approve fund administrator.

Name of Department Dean or Director:

Campus Affiliation (Name of Organization, Department, or Office):

Email Address:

Campus Address:   
Phone Number: Day-time/Work:

**Part 2: Application Instructions and List of Attachments**

*Please review the application materials and on-line content carefully.* ***You must*** *contact the Sustainability Committee Chair at least four weeks in advance of the application deadline to discuss process before submission. Contact infomrtion::*

*Marilyn Graham*

*Sustainability Committee Chair*

*Brunswick Community College*

grahamm@brunswickcc.edu

*910-755-8561*

*When you are ready to fill out your application, please complete the nine questions on the following page before final submission. Your responses to those nine questions should not exceed two pages (using 1-inch margins, 11-point font) with the following documentation (e.g., letters of support, maps, drawings, budget, etc.).*

***Please include a bulleted list of any attachments (including file names) here:***

*Please email your completed application materials to* [*grahamm@brunswickcc.edu*](mailto:grahamm@brunswickcc.edu) *to* ***THE ATTENTION OF “Sustainability Fund Application”*** *and the name of your project in the subject line. You will receive confirmation that your materials have been received within three days of your submission.*

***Application deadlines for all applicants:***

***First round deadline: December 10 at 11:59 pm***

***Second round deadline: January 15 at 11:59 pm***

**Part 3: Questions about Your Project** (this section must not exceed 2 pages in length when complete)

1. **Project Description***Provide a summary of your project.*
2. **Anticipated Outcomes/Impact***What outcomes do you anticipate? Discuss environmental benefits, impact on the student/campus experience, and the education and outreach potential. If the project has environmental benefits, please quantify those benefits in terms of kilowatt-hours saved, tons of greenhouse gas emissions reduced, gallons of stormwater treated, etc.*
3. **Project Benchmarking***Have similar projects been implemented on other campuses? Have they been successful? How does this project differ?*
4. **Metrics for Assessment**  
   *How will you measure and evaluate your project’s success?*
5. **Cost Savings***Will the project result in cost savings?* ***Yes \_\_ No \_\_*** *If yes, what is the payback period?*
6. **Project Self-Sufficiency***What is the total project budget? What is your plan for sustained funding? Include a detailed and itemized budget for the project and tell us if this project is receiving funding from other sources.*
7. **Project Lifespan**  
   *What is the expected lifespan of the project? Who will be responsible for overseeing it during that time?*
8. **Project Sustainability/Accountability***How will you ensure the sustained existence/maintenance of this project (including reporting requirements) once you are no longer involved? If the project will conclude while you are involved, what will happen to the materials purchased for the project and how will you return the project site to its original condition?*
9. **Potential for Broad Application**  
   *How can your project be scaled for broader campus application?*