GREEN INITIATIVES FUND APPLICATION

Please email completed application to Melissa Tier (mtier1@swarthmore.edu).

Applicant Information:

Name of Applicant(s) and Class Years, if applicable (example: Jane Smith ’16, George Yi ’17)

____________________________________________________________________________________________

Organization (if applicable) Only answer if you are applying as a member of a student group or other organization.

____________________________________________________________________________________________

Email Address(es): ______________________________________________________________

Project Summary:

Project Title: ______________________________________________________________

Amount of Funding Requested: $____________________________________

Estimated Project Completion Date: ____________________________________________
Project Objectives and Background:
Briefly describe the project objectives and, as necessary, describe the project’s context (1-2 paragraphs). Be sure to include the environmental concern/issue on campus this project will address and how it will address it.

Who are the relevant stakeholders?

Implementation:
Outline how you envision the implementation of the project. Who will be involved? Have you met with relevant stakeholders?

Please describe your completion schedule or timeline.
**Communication, Outreach and Visibility:**
Please describe how you will communicate about this project and make it visible to the campus community. Examples might include appropriate signage on campus, an article in the Phoenix, etc.

**Difficulties and Risks:**
Please explain areas of uncertainty associated with the implementation and/or outcome of the project. How difficult will it be to execute? What are the risks?

**Best Practices/Precedents:**
Have you seen this project implemented elsewhere? If so, please describe where. Do you have any knowledge of the project’s success or challenges?

**Other Funding Sources:**
Have you sought funding or plan to seek funding from any other sources? If this project is not funded by the Green Initiatives Fund will it still go forward?
**Measuring/Evaluating:**
What would a successful project outcome look like? Can you establish any key performance indicators for this project? How could you measure the impact of this project?

**End of Project Life:**
What is this project’s life expectancy (in years)? At the end of the project’s life, what is the plan for disassembling the project and disposing of the materials (if applicable)? Please think about the environmental sustainability of the project’s end of life.
**Project Costs & Budget**

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<tr>
<th>Item</th>
<th>Unit (ea, doz, #)</th>
<th># units needed</th>
<th>Price per unit</th>
<th>Source of estimate</th>
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What are the estimated project costs? Please explain how these estimates were reached and cite respected sources.

Material Cost ($): List separately, with unit, unit cost, number of units, and source of estimate

Labor Cost ($), if applicable: If necessary, professional labor can be used for project implementable. In addition to the cost, please explain the need for professional labor and who you envision hiring.

Annual Maintenance Costs ($):

Project Life Expectancy (years):

**Doubts:**
Please describe any concerns or doubts you have about the accuracy of your calculations above.

**Administration:**
Please clarify who will be in charge of managing this project and its finances. Include contact information and qualifications.

**Additional Comments:**
Is there anything else you would like us to know about your proposed project?