



## Request for 2025 Funding Services and Activities Fee Committee

### BUDGET PROPOSAL CONTACT INFORMATION

Department Name:

Create Date:

Due Date:

Submitter Name:

UW Email Address:

Phone Number:

Department Head Approval:

Department Head:

Requested Amount:

## Departmental Information

### SPECIAL ALLOCATIONS - CRITERIA

Due to the 30% budget reduction from the original SAFC request for the Husky Sustainability Fund in June 2024, we are requesting funding to allow us to get back to our original operating budget to allow the Husky Sustainability Fund to better support proposed projects, as well as enhance campus understanding of sustainability in its many forms. The current budget has been operating with enough funds to support our student staff members, and a small amount of sum for the Fund that can be applied to Mini-Grants, reviewed on a rolling basis, and Large Grants, reviewed each quarter. The current amount for grants limits possible approved projects to smaller impact initiatives and events. The original impact of the Husky Sustainability Fund, in its proposal 4 years ago to SAFC, encouraged that the fund itself be the signature draw for students, so they're able to their projects develop to impact campus. In the winter and spring quarters of academic year 23-24, our team was able to fund \$30,025.40 worth of project funding requests, although not all projects could receive funding. Our team would like to provide more opportunities for students including programming, projects, and the Sustainability Leadership Certificate. Increasing the fund would allow for greater student involvement, outreach, and impact. In addition, we are requesting additional funds to cover the expected increase in the minimum wage to \$16.66 in January 2025 and to secure funding for hours that needed to be worked by 2 student employees in the last four weeks of summer to prepare for the start of the year.

### STUDENT UTILIZATION

The Husky Sustainability Fund supports student-led or heavily student-focused projects and events on/or around the UWT campus. Last year, we funded 21 projects, with six, 100% student-led projects, and the 15 other funded projects created paid student opportunities and connected directly to student needs. The Husky Sustainability Fund invests money in student interests and wellbeing. The application process requires a group/individual to outline a detailed outreach plan that promotes inclusive, equitable, and diverse participation across the UWT campus population. Student involvement & participation are key requirements of successful initiatives. In the first year, we had 508 students attend our funded and hosted activities on campus. We anticipated this number to increase in the upcoming year with stronger marketing and an increase in sustainability activities on campus. Last year, in the fall quarter alone, we had hosted two sustainability-related events, presented in 12 academic classes and two RSO meetings, and we continued to work each day to reach out to students and form collaborative relationships. In an effort to expand, we highlighted the sustainability work being done by many of our current professors on campus, and brought community leaders on campus to do guest presentations. The Husky Sustainability Fund team became a leading presence in organizing Earth Day activities, which involved over 200 students in various activities, including the collection of 396 pounds of clothing that went back to our student population, with 200 pounds going to the nonprofit organization, Mission Thrift.

### SPECIAL ALLOCATIONS - STATEMENT OF ASSURANCES

Students are the primary audience for Husky Sustainability Fund promotion and use. The HSF was created with the intention that projects are implemented by and for UWT students. To ensure this vision, all funds allocated through HSF must directly involve students and have a noticeable impact on the wider UWT student body. Using special allocation funding during the 23-24 academic year, HSF provided funding for 21 different projects, drastically increasing our visibility and overall project impact on campus during the spring quarter. The HSF employs three student leaders who table at all on-campus outreach events, present about HSF in a wide range of academic classes, and create consistent marketing materials to ensure that funds are used by and benefit all students. This fall and as we search for the Student Sustainability Coordinator Professional Staff position, the team has already approved one mini grant that focuses on the needs of the Giving Garden in sustainability moving pesting insects from the space and reviewed a soon-to-be submitted Large Grant proposal for a Seed Library and Hydroponics structure in the Library. In addition to HSF proposals, the team is actively planning programming in both winter and spring quarter, including multiple seminars for the Sustainability Leadership Certificate focused in social and economic sustainability. We are hoping to bring unique seminars, hands-on activities, and educational opportunities that will expand knowledge of sustainability at UWT.

## SERVICE BENEFITS TO STUDENTS

Sustainability is a growing topic of interest in college programming and academics. Not only does having greater sustainability programming increase student service-learning opportunities, but it also can increase student well-being by funding initiatives that promote an inclusive, healthy, and solution-focused campus environment. The Husky Sustainability Fund is one of the few programs on campus intended to put student fees back into student's hands. Our team works directly with student groups and individual students to generate projects that address student needs. The HSF's mission is to create a welcoming and safe environment for any student, no matter their course of study or prior sustainability knowledge, to feel that they can leave a positive impact on campus. The HSF team utilizes many marketing and outreach strategies that include class presentations, social media posts, flyers, tabling, and open office hours. Our team aims to provide weekly availability to answer student questions, support projects, and guide individuals through what may be their first time applying for grant funding. Through the program's existence (in its 3rd active year), the HSF has held over 80 support meetings to assist with writing and project execution. We have streamlined our processes and created more brainstorming and writing guides, and we work very closely with all our applicants to ensure success. The HSF provides a unique opportunity for students to gain skills in professional project management, grant writing, budgeting, and project implementation. The program provides a space for students to enact direct change and drive initiatives that will leave lasting impacts on campus. In addition, the Sustainability Leadership Certificate (SLC) that officially launched in winter 2024. This certificate program is nonacademic, requires no extra fees, and expands sustainability opportunities for any student studying at UW Tacoma. The program focuses on environmental justice, sustainability leadership skills, and hands-on project work. The SLC was built in collaboration with student ambassadors and will continue to provide two paid stipend opportunities for UWT students. Overall, the interest and interaction with sustainability topics continue to grow on our campus. With this special allocation, we will be able to continue our base programs and services, all while also continuing to support and grow Earth Month, providing unique co-curricular learning opportunities, and expanding the reach of sustainability on campus.

## Staff Budget Requests

Category	Details	Amount Requested
Student Staff <sup>3</sup>	<b>Minimum Wage increase to 16.66 for 3 staff members and funding needed to ensure hours worked in the summer by 2 staff members do not decrease hours able to be worked in Spring 2025. Work was needed by two staff members to prepare for the year as the professional staff member position remained vacant.</b>	E001
	Student Staff Wages:	<b>\$2,341</b>
	Fringe @ 23%:	<b>\$538</b>
PERSONNEL TOTAL:		<b>\$2,880</b>

## Other Budget Requests

Category	Details	Amount Requested
Non-Food Supplies & Materials	Earth Day- Supplies for Activities, decorations, and event needs	S001 <b>\$1,500</b>
Food	Earth Day- Food Costs from a sustainable vendor	S002 <b>\$1,500</b>
Aid, Grants & Subsidies Given	Husky Sustainability Fund increase to support student-led and student-centric projects that enhance sustainable efforts on campus and connect directly to student needs.	S003 <b>\$30,630</b>
SUPPLEMENTAL TOTAL:		<b>\$33,630</b>

PERSONNEL TOTAL:	<b>\$2,880</b>
SUPPLEMENTAL TOTAL:	<b>\$33,630</b>
<b>COMPLETE PROPOSAL TOTAL:</b>	<b>\$36,510</b>

## Supplemental Documents



### **HSF ANNUAL REPORT**

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Produced each year, the HSF Annual Report showcases fund usage, event attendance, Certificate Participation, events, and programs, and projects funded through the program



### **HSF OUTREACH COORDINATOR JOB DESCRIPTION**

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Job Description for the Husky Sustainability Outreach Coordinator, a student employee, with responsibilities connected to supporting the Husky Sustainability Fund, its programming, and UW Tacoma



### **HSF DIVERSITY, EQUITY, AND INCLUSION COORDINATOR JOB DESCRIPTION**

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Job Description for the Husky Sustainability Fund DEI Coordinator, a student employee, with responsibilities connected to supporting the Husky Sustainability Fund, its programming, and UW Tacoma



### **HUSKY SUSTAINABILITY FUND PROJECT DEVELOPMENT COORDINATOR JOB DESCRIPTION**

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Job Description for the HSF Project Development Coordinator, a student employee, with responsibilities connected to supporting the Husky Sustainability Fund, its programming, and UW Tacoma