

We Mean Green Fund Project Proposal Application

Before filling out this application, you **MUST** submit an [interest form](#), found on the We Mean Green Fund website. Throughout this application, you can refer to the 'Project Proposal Guide' for guidance. Direct any additional questions to the We Mean Green Fund by emailing WeMeanGreenFund@unt.edu.

Project Name:

Project Team

Please provide information about your project team members. All projects require a primary UNT faculty or staff advisor.

Project Lead(s) Name:

UNT Affiliation (select what best fits): Staff Student Faculty

Phone:

Email:

Department, College, or Major:

Expected graduation date (for students only):

Project Advisor Name:

Staff or Faculty:

UNT Department or College:

Phone:

Email:

Project Abstract

Project Type

Review the We Mean Green Fund 'Proposal Guide' to best select which type of project best suites your idea:

Quick-Project* **Semester-Long Project** **Year-Long Project** **Multi-Year Project**

**To be considered for a Quick-Project proposal you must be requesting less than \$3,000.00 or have previous approval from the WMGF staff to apply for a Quick-Project.*

Project Description

Provide a description of your projects. In your description, answer the following questions related to your project: Who does this project benefit? What is the project addressing on campus? Where is the project being implemented?

Project Significance

Clarify how your project addresses environmental sustainability on the UNT campus or in the capacity that on-campus activities directly influence environmental sustainability in the surrounding community. Why is this project an important addition to campus?

Student Experience

Describe how UNT students will be involved with or impacted by the project during its implementation and/or after the project is completed. Think about ways the project will positively impact the UNT student experience.

Education & Outreach

How will this project educate the UNT community and/or provide outreach services about environmental sustainability? Think about how the project will impact or change students' knowledge, attitudes, and/or behaviors. What specific education/outreach efforts will you implement to achieve this learning?

Diversity, Equity & Inclusion Impact

How does this project relate to [environmental justice](#) and/or supports [diversity, equity, inclusion](#), and [accessibility](#) efforts for the UNT community?

Measuring Project Success

WMGF projects should have clearly defined, measurable outcomes backed by metrics. List 1-3 intended project outcomes and describe the metrics (qualitative or quantitative) that you will use to measure, track, and report on the results of each intended outcome. You should develop specific, measurable, achievable, realistic, and time-oriented outcomes/metrics.

Project Publicity and Marketing Plan

Projects must plan and budget for campus publicity and marketing stating that UNT students funded the project through the We Mean Green Fund. The WMGF will provide funded projects with marketing language to ensure consistency across all projects. For more information about Marketing, visit the [DSA Marking Resources](#) webpage, [UNT Printing and Distribution Solutions](#), or see what [UNT Design Works](#) has to offer. Please note, promotional items may be purchased only from [UNT licensed vendors](#).

Ongoing Project Maintenance

If your project requires any kind of upkeep or maintenance after awarded funds are expended, these factors must be accounted for. If applicable, identify future maintenance and upkeep needs that may require attention. *Ongoing maintenance examples may include supervision of sustained activities, continued irrigation, replacement of materials, staff wages, removal and disposal of a temporary physical structure like artwork, marketing, transportation of physical structures for continued use, storage of items, etc.*

Project Maintenance Team

If applicable, provide information about campus partners who have agreed to help with maintenance of this project. In addition, please provide a letter or email from each partner in the appendix.

Use as many rows as needed.

Partner Name	Contact Information	Role in Project	Support included in appendix?

Project Timeline

In the table below, chronologically summarize the projected timeline of project activities by listing important milestones and required action items including target start and end dates. Make sure to include project outcome evaluation tasks and education/outreach plans as mentioned in previous sections.

Use as many rows as needed.

Tentative Date	Project Actions & Milestones

Deadlines to Consider

September 16th, 2022: Quick-Proposals are due to be considered for Fall 2022 Funding implementation; these projects have an anticipated end date of December 15th, 2022.

October 16th, 2022: Applications for spring semester projects, including Quick-Proposals are due to be considered for Spring 2023 funding. The projects have an anticipated end date of May 2023.

January 2023: Funding status is released for spring semester projects, and they are set to begin implementation.

May 2023: Funded spring projects are anticipated to concluded by the end of the spring semester

August 31, 2023: All project bills are to be paid no later than the end of August 2023.

Refer to the UNT Academic Calendar for semester end dates.

Project Budget

In the table below, please list the proposed budget line items with a short explanation of how each item is important for the project. Use as many rows as needed.

Budget Item	Budget Amount (\$)	Justification
<i>Example: Shovels</i>	<i>\$50</i>	<i>\$5 each for 10 shovels used to maintain the UNT Community Garden</i>

Total Budget Requested (Sum of 'Budget Amount' column): \$_____

External Funding

While not required, additional consideration may be given to projects that can obtain matching funds from sources beyond the UNT We Mean Green Fund or include a plan for sustained funding. Please respond to the questions below. Responses to this section may be a *maximum of 100 words total*.

1. Does your project have support from funding sources beyond the We Mean Green Fund (e.g., departmental funds, grants, scholarships, sponsorships, fellowships, etc.)? (Yes, No, or Maybe)
2. If applicable, how much external funding is already awarded or pending approval for this project?
3. If applicable, who is the external funding provided by?
4. If applicable, what will the external funding be used for?

Required Signatures

Project Lead(s): By signing below you agree to take on the role of project lead for the proposed We Mean Green Fund project above. As a project lead, you agree to assist and oversee the project through the project's implementation and completion and will serve as one of the project primary contacts to ensure the project succeeds.

Project Lead(s) Names: _____

Project Lead(s) Signatures and Date:

Advisor: By signing below you agree to take on the role of project advisor to the proposed We Mean Green Fund project above. As an advisor, you agree to assist and oversee the project team through the project's implementation and completion and will serve as one of the project's primary contacts to ensure the project success.

Project Advisor Name: _____

Project Advisor Signature and Date:

Appendix

Include any supporting materials that may help the We Mean Green Fund Committee better understand your project (photos, tables, charts, figures, graphs, statistics, maps, drawings, data, first-person accounts, specifications, etc.). Website links will *not* be reviewed. Please provide a short description for each appendix item. All supporting materials must be included and submitted in this document. Additional attachments outside of this document will *not* be accepted.