

## **The Green Initiative Fund, Grants Making Committee**

October 29, 2007

**Members Present:** Marc Sentenac, Brian Starr, Emily Cox, Bill Shelor, Nina Salvador, Donna Carpenter, Logan Green.

**Members Absent:** David McHale, Todd Lee, Lena Moffat, Greg Bratman.

**Also Present:** Christine Griffin

### **Announcements**

Logan Green made the following announcements:

- The Adopt-a-Chemical program would continue to operate with out any additional funding from TGIF. Environmental Health and Safety will support the chemical pick-up and drop-off portion of the project.
- Recycling shredded paper depends on the security level of the documents that have been shredded. Some campus departments will have their shredded paper picked up by a company, this is not shredded, but other departments' shredding is recycled.
- The city has not instituted a water bottle ban, but instead no longer funds water bottles at events; instead people are provided with pitchers of water and reusable cups.
- An intern at the *Nexus* has a group looking at adding a sustainability column to the paper. The process to write column is to submit three articles to the editor; if the editor approves the person would then be offered space for future columns. Green is working with the intern to see how and if TGIF can become involved with the sustainability column.

### **Revising the Funding Application**

Green presented the current funding application and a revised version for the committee to discuss. Emily Cox noted that the longer funding application helped groups look at their project in different ways; and suggested that it would be good to include last years questions as things to think about when writing grant proposals. The committee discussed the revised version presented by Green and made edits. The committee agreed that keeping the questions from last year's application, as supplemental questions to the funding application would ensure that applicants kept the TGIF guiding principles in mind when writing their proposals. Green will finish editing the new version, and edit the previous application to create a list of questions to be given with the new version of the application.

Bill Shelor commented that it would be beneficial to future applicants if TGIF posted the information regarding last year's funding on the website. Donna Carpenter noted that publishing information on who received funding, what amount, and who did not receive funding would provide this information to current applicants.

### **Requiring a Faculty/Staff Project Supervisor**

The committee noted that most student groups on campus have a faculty or staff person as a sponsor. Carpenter added that in rare occasions where there was not a faculty or staff person tied to the project the funds could be monitored within the current TGIF funding structure. The committee decided it would not be necessary to require a faculty or staff sponsor for each project.

### **Feedback for Unfunded Proposals**

Salvador commented that last year she and a few other TGIF members provided their comments on projects as feedback. This year the committee felt feedback should be more systematic, and would like to provide feedback after the first and second round of the application process. The committee asked Green to look at the revised funding application and create a feedback document that was similar to the new funding application. Green will present the document at the next TGIF meeting.

Salvador mentioned that last year the funded projects requested official notification of award funding on TGIF letterhead. Salvador reported there was a design class on campus that could design a new logo for TGIF, which could be used to make new letterhead. Carpenter noted Green would need to speak with Meta Clow regarding the policy on using university letterhead.

### **Schedule Next Meeting**

The next meeting is scheduled for November 5 at 3pm. Green will have a draft of the revised application, guiding principles questions, and feedback template for the next meeting. Green asked that the committee begin thinking about the by-laws and a discussion of the by-laws would be on the next agenda.

The meeting adjourned at 4:35 p.m.