



Sustainable Action Fund Grant Program

SMALL PROJECTS - APPLICATION

For applicants requesting \$500-\$5,000. Application instructions can be found in the Small Grant Application Toolkit located on our website sustain.wvu.edu/saf/apply/. Submit applications by delivering a hard copy AND emailing a scanned version (including signatures) to the SAF Grant Program Coordinator Johnathan Riopelle at Viking Commons Room 24. Email: John.Riopelle@wvu.edu. Spring Quarter applications are due May 26th.

1. PROJECT TITLE: Community Ambassadors for Sustainability

2. PROJECT TAGLINE (description of project in one sentence): Linking Western students with community gardens and farms, this pilot project will support students working in paid positions in the local sustainable food network and building capacity for sustainable campus-community connections.

3. TEAM INFORMATION

Project Advisor Information (Faculty or Staff) Student proposals must include a staff or faculty advisor. The role of the advisor is to provide assistance and guidance to the proposal submitter during the development, implementation and post-implementation stages of the proposal process.

Project Lead: There must be at least one team leader assigned to the project.

Name	Department/School Students also provide major/minor	Position Faculty/staff/ student. Students provide expected quarter/year of graduation	Phone Number	Email	W#
Project Advisor:	Travis Tennesen	Assistant Director of the Center for Service-Learning	360-650-2446	Travis.Tennesen@wvu.edu	
Project Lead:	Emma Bigongiari	Lead Officer for Students for Sustainable Food	360-771-1952	emmabigongiari@gmail.com	W01193781
	Mary Loquvam	Director of York Community Farm	360-756-6643	marvloa@a.com	n/a

* Teams may have two to four people.

4. PROJECT DETAILS

a. Describe your proposed project.

This project will create summer work positions for students in the local sustainable food network, with the broader aim of building sustainable campus-community connections. In particular, this pilot initiative seeks support to fund two paid internships for students to work at York Community Farm over the summer season and then share their experiences at campus events in the fall this year. This invaluable experiential learning opportunity will equip students to continue to build campus-community collaborations toward sustainable practice at the local level. This project also aims to solidify informal relationships between Western students, York Community Farm, staff and faculty at Western, and the wider community of people invested in developing a local sustainable food economy.

Established in 2012, York Community Farm (YCF) is a community-based non-profit located on State Department of Transportation (DOT) land in Bellingham's York neighborhood. YCF's purpose is three-fold: local food security, job training, and community building. In Spring 2017, YCF embarked on its fifth growing season at the DOT site. Over the course of its history, Western students have been instrumental in establishing and advancing the farm. Transition Western members helped construct the farm's first twelve vegetable beds and plant the orchard's 38 trees in the spring of 2013. Since that time, scores of students have participated in Saturday work parties digging, planting, constructing, and harvesting. In addition, scores of incoming freshmen have completed community service requirements at the farm through the Viking Launch program.

Students for Sustainable Food (SSF) is dedicated to increasing awareness of food responsibility and sustainability at Western Washington University. SSF is committed to bringing real food to campus, educating students on food related environmental and social justice issues, connecting students to local farms and food producers, and fostering a sense of community through food.

The Center for Service-Learning has been cultivating campus-community connections for nearly twenty years. Through active learning, engaged teaching, and meaningful partnerships, we are all working together to create positive social change. The Center is particularly invested in a relational model of community development that builds all partners' capacity to collaborate toward systemic change.

YCF's relationship with Western students has been extremely rewarding and this project will deepen their connection to campus through the creation of internship opportunities. For student participants, they will gain paid, hands-on experience working in the local food economy. They will bring their knowledge and experience back to campus, and will also bring campus constituencies to the farm for fall harvest events and demonstrations. This bridge-building work is exactly the kind of relational approach the Center for Service-Learning seeks to model, support, and grow. Furthermore, CSL is attentive to issues of equity and access, and recognizes that paid internships for off-campus work can open opportunities to a wider range of students than unpaid internships that may serve the most already-served students on our campus (i.e., students with less financial need, students who have ample time and support to volunteer their time, etc.).

In addition to food, economic, and environmental sustainability efforts, York Community Farm also has a social sustainability mandate. Since its early days, YCF has offered paid, resume-building internships to members of Whatcom County's under-served populations: homeless people, re-entry individuals, and veterans. Over the years, Western students have asked to be considered for farm internships, but YCF has been bound by their mission to recruit interns from under-served, off-campus populations. With Sustainability Action Fund support, YCF can partner with Students for Sustainable Food and the Center for Service-Learning to open their internship to Western students. This Western internship will complement and enhance YCF's mission. YCF has witnessed the interchange between its traditional interns and students and found that there is a great deal of benefit to be had on both parts. Western students bring an energy, focus, and academic perspective that serves as models for its traditional interns. In turn, traditional interns provide a glimpse of lives lived with less privilege and fewer resources than most students. This integration will offer a great community-building opportunity that adds depth to the experience for all involved. With this social component, the YCF-SSF-CSL collaboration touches on all aspects of Western's definition of sustainability: protects local and global ecology, upholds social equity, creates economic vitality, and maintains human health.

We are ultimately seeking financial support to fund two interns to work at YCF from July 1 to September 30, and to share their experiences on campus and at the farm at the start of 2017-2018 school year. Western interns will work alongside traditional interns and the YCF Director, Mary Loquvam. They will work nine hours per week on a set schedule (e.g., MWF 9am-12pm), to be determined by consensus of the team. Interns will be paid a \$1500 stipend (\$500/month, \$13.88/hour), the same as YCF's other interns. They will be responsible for weeding and tending vegetable beds, planting, harvesting, building beds (Hugel Kultur and other raised beds), installing a greenhouse, and attending to the farm's composting system. In the fall, they will invite classes and student groups to fall work parties, including the farm's annual apple cider pressing, and will share about their experiences working at the farm

over the summer. Interns will also be expected to collaborate with faculty, courses, and student groups in the fall to develop an event (or series of events) to share their insights from working in the community with members of the campus community. This event/series will introduce participants to the local sustainable food landscape and clarify ways for students to get involved in paid work, volunteering, courses, and events relating to efforts toward local food security and local food economies. Presentations will highlight the importance of building all aspects of sustainability, including social and economic sustainability, into our local food systems. Our goal is to engage with at least 200 students, faculty, and staff through these presentations. We will seek out co- sponsorship/hosting/participation from faculty and students involved with minors in Sustainability, Education for Social Justice, and Leadership Studies, as well as Students for Sustainable Food and the broader campus. We are keeping the parameters of this event broad intentionally, to allow for interns to consult with relevant stakeholders to co-design an event and/or to plan offerings that are complementary to what other student groups, faculty, and courses are doing in Fall quarter.

b. What are the goals and desired outcomes of your project?

- To prepare student leaders to serve as ambassadors for the local sustainable food network and to enhance opportunities for campus-community experiential learning collaborations
- To create an intersection between students and under-served populations in the region that will deepen learning in relation to social sustainability issues, by participating as colleagues in a summer-long shared work experience
- To provide student leaders to get practical hands-on experience working in the local organic food economy
- To clear a pathway for students to participate directly in local sustainability practice
- To empower student leaders to enhance their collective impact on important community issues
- To communicate CSL's role as a connecting point for student leaders and community organizations
- To serve as an innovative model for joining students' work and education to support community organizations and campus-community partnerships
- To cultivate an aware and engaged campus community that is attentive to the environmental, ecological, social, and economic dimensions of sustainability in the local food system

c. Does your project tie into any broader campus sustainability goals or initiatives? If yes, please describe how.

- This project secures an informal partnership and provides Students for Sustainable Food with an additional mechanism for student involvement in local sustainable food efforts
- This project will complement the curricular efforts of the Sustainability minor, Education for Social Justice minor, and the Leadership minor programs, offering a model for campus-community learning and work opportunities

d. Provide a chronological timeline listing the steps and tasks it will take to implement this project. Insert additional rows as necessary.

Step/Task	Completed by who	Estimated Completion Date
Advertise on campus to recruit two student interns	Travis Tennessen and Students for Sustainable Food members	June 15, 2017 (applications accepted on rolling basis until then)
Complete hiring paperwork for two student interns	Travis Tennessen	June 25, 2017
Students begin working at York Community Farm	Supervised by Mary Loquvam	July 1, 2017
Students begin preparing for sharing event	Student interns	September 27, 2017
Students complete YCF internships	Student interns	September 30, 2017
Student interns, YCF Director and traditional interns, SSF coordinators, and CSL staff complete written	All stakeholders, facilitated by Emma	October 10, 2017

reflections on internship process and learning outcomes	Bigongiari, Travis Tennessee, and Mary Loquvam	
Students design campus and farm sharing event(s)	Student interns, in collaboration with faculty, courses, and clubs, and YCF, SSF, and CSL	November 15, 2017
Submit SAF grant review materials	Emma Bigongiari, Travis Tennessee, and Mary Loquvam	November 30, 2017

e. How will the success of the project be measured? Describe the quantitative and/or qualitative sustainability metrics you will use to measure the success of your project.

- We will identify, quantify, and describe a web of students who will participate in fall sharing event(s)
- We will compile qualitative program reflections from student interns, community hosts, and on-campus stakeholders
- We will use lessons learned from this pilot project to inform program design for scalable and replicable partnership processes for similar kinds of campus-community collaborations into the future

f. Describe your project's education, publicity and outreach plan here. Then complete the table below outlining the proposed results of your education, publicity and outreach efforts. Insert additional rows as necessary.

- To recruit student interns, we will publicize the internship positions through AS offices, the Office of Sustainability, the Sustainability Institute, students clubs, faculty who teach sustainability-related courses, including courses in the Education for Social Justice minor, Sustainability minor, and Leadership minor
- To conduct public education and outreach, student interns will work with Students for Sustainable Food and other campus and community stakeholders to design a sharing event (or series of events, including work parties and harvesting gatherings) to communicate insights about learning in community

Education, outreach, publicity effort	Who will make this happen?	How will this effort be implemented?	Who is the intended audience?	Frequency of implementation. One-time/daily/weekly?
Publicly recruit student interns	SSF, CSL, and campus partners	Advertisements through AS offices, sustainability initiatives on campus, sustainability courses, the Student Employment Office, and other relevant channels	All students	Weekly until June 15, 2017, when applications will be due
Collaboratively design sharing event(s) for fall	Student interns, SSF, CSL, and campus partners	Regular meetings in September and October to prepare and plan for event	All students, staff, and faculty	Regular planning meetings, with one or more sharing events in Oct/Nov 2017

Publicly advertise sharing event(s)	SSF, CSL, YCF, and and campus and community partners	Advertisements through AS offices, sustainability initiatives on campus, sustainability courses, local sustainable food organizations and networks, and other relevant channels	All students, staff, and faculty	Weekly and then daily leading up to the event(s)
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5. PROJECT STAKEHOLDERS

a. How will your project involve students? How many students, or what percentage of the student body, will be affected by the project?

- In addition to the two student interns, this project will impact all sustainable food efforts on campus by demonstrating an innovative model for campus-community collaboration for work and education
- The sharing events will be open to all students, and will especially attract students from sustainability-related clubs and courses across the curriculum
- This effort will also create stronger campus-community ties around sustainability, contributing to efforts to build a culture of community engaged learning for all members of the campus community

b. If your project involves or requires permission from other organizations, departments, individuals, or stakeholders, list them below. Each stakeholder must provide a signature of approval for this project. Insert additional rows as necessary.

N/A

Name	Department or School and Position	Involvement in Project	Stakeholder signature of approval

**** If your project team is proposing a temporary or permanent facility or property modification, then a *Project Owner Form* must be submitted with the application. Form can be found on SAF website: [sustain, www.edu/saf/apply/](http://sustain.www.edu/saf/apply/)**

6. BUDGET

a. Provide an itemized list of the budget items required for this project. Include Equipment and Construction Costs, Education Publicity and Outreach Costs, Personnel and Labor Costs, and any other costs. Insert additional rows as necessary.

Item	Cost per Item	Quantity	Total Request
Student Internship (July 1-September 30)	\$1500	2	\$3000
Fall Student Internship Continuation for Event Planning	\$500	2	\$1000
Event funding (food, supplies, printing costs, etc.)	\$800	1	\$800
TOTAL REQUEST			\$4800.00

b. If the project is implemented, will there be any ongoing replacement, operational, maintenance or renewal costs? If yes, has a source of funds been identified to cover those costs?

The Center for Service-Learning is piloting similar opportunities during the school year by designing campus-community work-study placements. We will continue to need to identify funding sources for doing similar projects in the summer months in the future. Part of CSL's efforts through this project will be to identify potential forms of support through other units and departments on campus that could sustain annual community placements in the local food economy into the future.

- c. Matching Funds. List pending, approved, and denied applications for funding from other sources. List amounts requested from those sources.

CSL is providing in-kind support on behalf of students and community organizations involved in this project.



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PROPOSAL REVIEW

Once your project proposal is complete, you must print and receive hand-written signatures from the individuals listed below. After signatures are received, applications can be delivered as a hard copy to the SAF Grant Program Coordinator, Johnathan Riopelle at Viking Commons Room 24 or by scanning the application and emailing it to John.Riopelle@wwu.edu

PROJECT TITLE:

- 7. Please set an appointment with the Sustainable Action Fund Grant Program Coordinator to review your draft proposal before submitting your application. This appointment should take place at least a week before the proposal due date.

Sustainable Action Fund Grant Program Coordinator, Johnathan Riopelle

Viking Commons, Room 24

Available by appointment

Email: John.Riopelle@wwu.edu

Phone: (360)650-4501

Signature: _____ **Date:** _____

This signature does NOT indicate that you have received funding, but it does confirm that the proposal has been reviewed and is approved for funding review by the Sustainable Action Fund Committee.

Comments:

- 8. After meeting with the Sustainable Action Fund Grant Program Coordinator, please set an appointment with the Campus Sustainability Manager who will review and sign your proposal application.

Campus Sustainability Manager, Seth Vidaña

Viking Commons, Room 25

Phone: (360)650-2491

Signature: _____ **Date:** _____

This signature does NOT indicate that you have received funding, but it does confirm that the proposal is approved for funding review by the Sustainable Action Fund Committee.

Comments: