



Sustainable Action Fund Grant Program

LARGE GRANT - CONCEPTUAL APPLICATION

For applicants requesting \$5,000-\$300,000. Application instructions can be found in the Large Grant Application Toolkit located on our website www.wvu.edu/sustain/programs/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: Johnathan.Riopelle@wwu.edu.

1. PROJECT TITLE: WWU Bike Counter Project

2. 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	Position	Email
	Students also provide major/minor	Faculty/staff/ student. Students provide expected quarter/year of graduation	
<i>Project Advisor:</i>	Carol Berry	Campus Conservation & Sustainable Transportation Manager	Carol.Berry@wwu.edu
<i>Project Lead:</i>	Dario Castellón, Urban Planning David Simpson, Urban Planning		dario.castellon6@gmail.com davidisimDson.96@gmail.com

* Teams may have two to four people.

3. PROJECT DETAILS

a. Describe your proposed project.

We propose the installation of two Eco-Totem bicycle counters in high profile locations on campus that receive significant amounts of bicycle traffic, and one unseen Zelt bicycle counter in a lower profile location which also receives significant amounts of bicycle traffic.

b. Describe the purpose of your proposal.

To collect valuable data on bicycling on Western's campus to aid future bicycle facilities planning, as well as involve

the student body/community of Western in that collection and encourage an increase in bicycle use as a means to get to/from campus.

c. Provide a rough budget estimate. An estimated range is acceptable here. Provide the source documentation of how you came up with this estimate.

\$55,000-\$75,000 based on informational literature provided by the manufacturer, Eco-Counter.

d. How does your proposal align with the Sustainable Action Fund Grant Program mission?

This project aligns with the SAF's goal of achieving climate net-zero carbon emissions by 2050.

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

This project relates to Western's goal of reducing carbon emissions. The counters will allow us to measure how well we are doing in increasing the alternative transportation method of bicycling, as well as promote bicycling as a method of transport to campus.

4. CASESTUDIES

Find at least one example of the type of project you are working on at another institution and describe what make them successful. Additional case studies will strengthen your proposal.

Project home institution, title, and start date	Purpose of project, size and scope of project, players and stakeholders involved, how the project is progressing now & results,
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<i>California State University Monterey Bay Bike Counter 2016-2017</i>	Purpose to acknowledge that bikes and cars share the road, and to collect valuable data for CSU's Planning & Development Department. Well received by community. Project is about 6 weeks old, and provides "very reliable, consistent data" - Matthew McCluney, Senior Campus Planner.
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<i>Fremont Bridge Bike Counter, Seattle, WA. 2012</i>	Purpose to collect data on bicycle traffic and involve community. Product of partnership between City of Seattle and Cascade Bicycle Club. Installed in 2012. Project was well received by the community data shows general increase in bicycle counts since installation.
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5. PROJECT TEAM, PARTNERS AND STAKEHOLDERS

a. Using the table below describe how each of your team members can contribute to the success of this project

Name	Relevant experience or knowledge for this project. Also detail the roles and responsibilities of each project partner.
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<i>Project Advisor:</i>	Carol Berry, sustainable transportation manager. Will provide advising toward our project.
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<i>Project Lead:</i>	Dario Castellon/David Simpson
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b. List the stakeholders and project owners that your project will need to work with if your team is approved to write a final application.

Stakeholder/Project Owner **Describe how each listed stakeholder/project owner will be impacted by or involved in this project. Will their permission be required for your project to move forward?**

Ed Simpson, Facilities Management Ed will have a say on locations of counters, and facility-related topics.

SAF Fund Will decide whether our funding request will be approved.



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Applicant Team/Advisor Partnership Agreement

An Applicant Team / Advisor partnership is a relationship of substance between the project applicant(s) and a faculty or staff advisor involving shared responsibilities and mentoring in undertaking the project funded by the SAF Grant Program. To ensure that the project runs smoothly and achieves its objectives, the SAF Committee requires project applicants and the faculty/staff advisor to demonstrate their commitment to the project by acknowledging the principles of good partnership practice set out below and identifying the nature and role of the partners.

Principles of Good Partnership Practice

1. Project partners must have read the Rules of Operation for the SAF Program (found on this webpage: www.edu/sustain/Drograms/saf/about/), reviewed the Large Grant Application Toolkit, and understand what their role in the project will be before signing the partnership statement.
2. The project lead must consult with the partners regularly and keep them fully informed of the progress of the project.
3. Substantial changes to the project should be agreed upon by the partners before being submitted to the SAF Committee. Where no such agreement can be reached, the applicant must indicate this when submitting changes for approval.
4. The partners authorize the project lead to sign the proposal application and represent them in all dealings concerning the project's development, review, and implementation.

5. Project partners must have read the project proposal before signing the completed application.
6. All partners must receive copies of any report submitted to the SAF Committee.
7. All project partners agree to be present during the team's presentation to the SAF Committee in case input is needed or requested.
8. If the grant is awarded, partners shall take part in the development, implementation and review of the project under clearly identified roles and responsibilities.

We will comply with the principles of good partnership practice during the development, implementation, and review of this project.

Project Lead Name	Project Lead Signature	Date
Team Member Name	Team Member Signature	Date
Team Member Name	Team Member Signature	Date
Team Member Name	Team Member Signature	Date
Faculty/Staff Advisor Name	Faculty/Staff Advisor Signature	Date

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Once your conceptual project proposal is complete, you must print and submit a final copy with hand written signatures.

PROJECT TITLE:

Project Lead Name (print): _____

Project Lead's Signature: _____ **Date:** _____

By signing this document you agree that all information is true to the best of your knowledge. You also agree that this information may be shared with the public and members of the Sustainable Action Fund Committee.

Staff/Faculty Advisor's Name (print): _____

Staff/Faculty Advisor's Signature: _____ **Date:** _____

By signing this document you agree that all information is true to the best of your knowledge.

Comments:

After completing the final draft of your Conceptual Application proposal, please set an appointment with the Sustainable Action Fund Grant Program Coordinator to have your proposal reviewed and signed.

Sustainable Action Fund Grant Program Coordinator, Nate White

Viking Commons, Room 24

Available by appointment

Email: Johnathan.Riooellefa@wwu.edu

Phone: (360) 650-4501

Signature: _____ **Date:** _____

This signature does NOT indicate that you have received funding, but it does verify that you have fulfilled all the requirements and have successfully submitted a completed Project Proposal by the deadline.

Comments: