



UT Arlington Green Fund General Application Guidelines

The UT Arlington Green Fund, supported by the student sustainability fee established by the April 2022 referendum, is dedicated to environmental services, projects, and research at the university. The fund is collected via a per-semester tuition allocation. The Green Fund Committee was established to review the applications submitted to this competitive grant program and award funds to projects.

I. Application Categories

Applicants must select one of the following categories that best fits their proposal:

- **General Project:** This is a project led by a team or individual, usually proposing collaboration between multiple units, for campus improvement and awareness. The overall intent is to make a permanent or semi-permanent change to campus (e.g., energy or water conservation infrastructure, permeable pavement, a recycling program) or result in a campus-wide outreach effort.
- **Student Interest:** This is a project led by an individual student or group of students that they want to examine more closely for long-term relevance to the campus. Examples include aquaponics, a recycling effort, reducing food waste, sustainable dining, or a one-time outreach event.
- **General Research:** This category is for projects led by faculty or academic units that use the campus as a Living Lab. The strongest applications will propose a path for implementing the results of the research on campus or making data available for future students.

II. Eligibility and Requirements

- Any current university student, staff member, or faculty member may apply.
- Timeline of the project should be one year (start to finish)
- Projects submitted by student or student groups must have a faculty or staff advisor.
- Individuals and organizations external to the university may not submit proposals, though they may be named as collaborators or service providers.
- Each project must have at least one primary individual contact.

- The primary contact must remain valid and reachable through the funding year. Failure to respond to communications from the Green Fund Committee or affiliated staff may result in the revocation of funding. Project leads must notify the committee of any changes to project staffing or contact information.

III. Funding Guidelines and Project Alignment

- **Maximum Funding Limit:** The maximum funding amount that may be requested for any single project proposal is **\$50,000**.
- The Green Fund cannot support projects that are already mandated by law or university policy directive.
- The fund may be used for infrastructure improvement projects to upgrade current facilities so that they are energy efficient, but it may not be used to finance new infrastructure projects in full. Any such proposals should seamlessly integrate with the university's three-pillar integrated infrastructure model for facilities management.
- Projects must provide, relate to, or support an environmental service to the campus. This includes engagement with global topics such as environmental justice, human health, and responsible resource management.
- All proposed projects must have clearly defined, measurable outcomes.
- Green Fund support is primarily intended as seed funding for one-year projects, though the committee will consider requests for up to three years. It is not intended to provide long-term, recurring financial support.

IV. Project Narrative Structure

The narrative must describe how the project lies within the core aspects of sustainability—Environment, Equity, and Economy—and how it will benefit the campus community. The narrative must also address:

- Educational benefits, goals, or anticipated learning outcomes.
- The specific metrics that will be used to describe accomplishments, such as the number of kWh saved or gallons of water saved.
- How the project ties into broader or existing campus sustainability initiatives.
- What roles students will play and how visible the project will be to the general campus population.
- The strategy for supporting the project to cover operational, replacement, and renewal costs after the initial funding period ends.
- If the project is on-going or closely related to a past funded project, a 500–1000-word summary of past results, accomplishments, and expenditures is required.

V. Budget Guidelines and Restrictions

- Staff and faculty compensation estimates should be considered provisional until reviewed and approved by department chairs or supervisors.
- **Undergraduate Student Wages:** May not exceed \$2,500 per semester.

- **Graduate Student Wages:** May not exceed \$5,000 per semester.
- **Faculty Wages:** May not exceed one month of summer pay or \$6,000. All faculty wage requests must fit within the overall \$50,000 project funding limit.
- Travel is not an encouraged category of expense, and international travel cannot be supported by the Green Fund. If requested, a detailed justification must be provided.

VI. Final Deliverables and Reporting

Upon completion of the project, all grant recipients are required to submit a comprehensive final report to the Green Fund Committee. This deliverable must detail the project's implementation process and outcomes, and it must include a concrete, ongoing maintenance plan to ensure the project's long-term sustainability and success on campus.

For more information, visit <https://go.uta.edu/greenfund>

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