UNIVERSITY SUSTAINABILITY COUNCIL
Project Review Criteria

Approved October 21, 2010

Background
The University Sustainability Council was established in September 2009 to advise the President, the Office of Sustainability, and the university community about issues related to the integration of sustainability into university operations, the cost benefit of carbon reducing expenditures for effectiveness in meeting the Climate Commitment and sustainability related policies of the University of Maryland.

Projects
The University Sustainability Council promotes projects that:

- Reduce the campus’ greenhouse gas emissions through renewable energy, energy efficiency, and alternate transportation;
- Reduce the amount of waste created and waste disposed while increasing waste diversion from landfills;
- Minimize water consumption while increasing water capture and reuse;
- Create green spaces and sustainable landscapes;
- Encourage sustainable behaviors; and
- Integrates sustainability into teaching, research, and service at UM.

As part of its mission, the Council will review:

- Projects endorsed by the Student Advisory Subcommittee (to the Council) to be supported by the University Sustainability Fund (currently funded by an undergraduate student sustainability fee). These projects are submitted by faculty, staff, students, and student organizations to the Student Advisory Subcommittee. The Subcommittee reviews the proposed projects according to specific criteria associated with the University Sustainability Fund. Following Subcommittee endorsement, the Chair of the Student Advisory Subcommittee must request the full Council’s approval of the endorsed projects before withdrawals can be made from the University Sustainability Fund.

- Projects supported by university units, faculty, staff and students that require external funding (i.e. sources other than the University Sustainability Fund) and seek Council endorsement to ensure it is consistent with the University’s overall sustainability goals, policies, practices and priorities. Such projects may be brought to the Council by the Finance Committee, Facilities Council, a Vice President or a Council member.

Projects Review Requests should be submitted to the Chair of the University Sustainability Council for inclusion in the meeting agenda.
Review Criteria

As appropriate, the Council will consider all or part of the following criteria to review projects proposed for funding from sources other than the University Sustainability Fund, as appropriate.

- **Connection to University**: Project directly addresses environmental sustainability by the University of Maryland or in the capacity that on-campus activities directly influence environmental sustainability in the surrounding community.

- **University Affiliation**: Project proposal is submitted by a UM student, staff member, and/or faculty member on behalf of an individual or UM program, organization, office, or department. Non-university affiliated individuals and organizations may not submit proposals.

- **Consistency with University Sustainability Goals**: The project supports the university’s sustainability goals, policies and practices.

- **Feasibility and Institutional Support**: Project is feasible and has support from appropriate university individuals and entities for implementation and maintenance, as required.

- **Project Funding**: Project has planned or potential funding sources identified. Project proposal also outlines project payback, lifecycle costs and savings, etc. Clearly identify the amount of funds required for project implementation.

- **Environmental Benefits**: Project demonstrates a reduction in UM’s carbon footprint or provides other environmental benefits such as water conservation, storm water management, biodiversity conservation, waste minimization, etc. Project has a clearly-defined, measureable outcome, backed by metrics for assessment.

- **Project Impacts**: The project defines the secondary benefits or impacts anticipated by the project. These may be environmental and non-environmental in nature.

- **Outreach and Education**: Project considers outreach and education opportunities and has addressed them as part of the project plan.
UNIVERSITY SUSTAINABILITY COUNCIL – PROJECT REVIEW REQUEST

Date: ___________________________________________________________________________

Project Title: ________________________________________________________________

Name of Requestor/University Committee __________________________________________

Applicant Information

Name: ________________________________________________________________

☐ Student ☐ Staff ☐ Faculty

EmailAddress: ______________________________________________________________

University Address: __________________________________________________________

Phone Number: Day-time/Work: ___________________ Cell Phone: ____________________

University Affiliation (Name of Organization, Department, or Office):

________________________________________________________________________

If student:

☐ This project is my own

☐ This project is being proposed on behalf of a student organization.

Name of student organization: _____________________________________________

Name of Faculty or Staff Project Advisor: _____________________________________

Faculty or Staff Project Advisor Contact Information: __________________________

______________________________________________________________

Email Address: ____________________________________________________________

University Address: _________________________________________________________

Phone Number: Day-time/Work: ___________________ Cell Phone: ____________________

Please provide the following information to support your project review request:

- **Project Description**
  Provide a summary of your project.

- **Connection to University**: Describe how the project directly addresses environmental sustainability by the University of Maryland or in the capacity that on-campus activities directly influence environmental sustainability in the surrounding community.
- **University Affiliation**: Identify whether the proposal is submitted by a UM student, staff member, and/or faculty member on behalf of an individual or UM program, organization, office, or department. Non-university affiliated individuals and organizations may not submit proposals.

- **Consistency with University Sustainability Goals**: Describe how the project supports the university’s sustainability goals, policies and practices.

- **Feasibility and Institutional Support**: Describe the project’s feasibility and whether it has support from appropriate university individuals and entities for implementation and maintenance, as required.

- **Project Funding**: Identify the project’s planned or potential funding sources. Also, outline project payback, lifecycle costs and savings, etc. Clearly identify the amount of funds required for project implementation.

- **Environmental Benefits**: Describe how the project demonstrates a reduction in UM’s carbon footprint or provides other environmental benefits such as water conservation, storm water management, biodiversity conservation, waste minimization, etc. Please provide clearly-defined, measureable outcomes for the project, backed by metrics for assessment.

- **Project Impacts**: Describe the secondary benefits or impacts anticipated by the project. These may be environmental and non-environmental in nature.

- **Outreach and Education**: Describe whether outreach and education opportunities have been considered and addressed as part of the project plan.