

# RWU Sustainability Project Proposal Form

V. 4/2018

**Title:**

**Sponsoring Sub-Committee:**

**Primary contact(s)** (name, email):

**1. Brief summary of the proposed project** (~100 words):

**2. Sustainability Justification:** How will this project advance larger sustainability goals? Describe specific outcomes that will be achieved and how they will make the University more sustainable (i.e., in context of the University's Sustainability Mission, see here). (Up to 400 words)

**3. University Mission Relevance & Synergy:** Would this project advance other aspects of the University's vision, values and goals ([listed here](#))? Describe connections with other University goals and projects. As relevant, include connections to courses, student and community projects, etc. (Up to 400 words)

**4. Community Context:** As relevant, provide brief responses (lists are fine) to these questions.

- What major stakeholders are associated with the project?
- What are potential sources of conflict and resistance associated with implementing the project?
- What are possible responses to any anticipated sources of conflict and resistance?
- Are there other community issues that will need to be considered before this project is implemented?

**5. Financial and Other Resource Considerations:** Provide brief responses (lists are fine) to these questions.

- What is the projected total financial need for the project?  
(Provide a number or range with high and low end points.)
- What, if any, University personnel will be needed to complete the project?
- Provide an estimated breakdown of costs and brief justification for each item.  
(List or paste a table.)
- List, what, if any, funding and other resources are already available for this project, both internal and external to the University.
- If possible, list possible sources of funding to pursue and/or strategies to generate funds to support this project.
- What is the return on investment (ROI) for this project (if applicable)? Provide an estimate and summarize calculations and their justifications (providing support as relevant).

**6. Implementation Plan:** How will this project be achieved? Who will be involved in implementing it and ensuring its long-term success? How long will it take? Summarize the “plan of attack” (in  $\leq 1$  page), including supporting references as appropriate.

For Committee use only:

**Subcommittee’s priority level:** (Delete 4, Leave 1)      Highest    High    Medium    Low    Lowest

**Preliminary Vetting:** Identify key interested and impacted parties (e.g., general counsel, environmental health and safety, facilities) and invite them to review this proposal before submission to the Steering Committee. List those who reviewed it here and append any feedback they provide to this form.

**Approval Signatures:** Subcommittee chair \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Steering Committee chair \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

President approves or declines implementation \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_