

## Sustainability Project Grant Scheme

### Introduction

Sustainability at Charles Sturt's Project Grant Scheme has been established to support projects that further the University's [commitment towards sustainability](#).

Eligible applications could range widely in type, but should contain standard components of strong engagement and support the [University's Strategy](#). The United Nations [Sustainable Development Goals](#) (SDGs) provide a framework of development priorities:

- No poverty;
- Zero hunger;
- Good health and wellbeing;
- Quality Education;
- Gender Equality;
- Clean water and sanitation;
- Affordable and clean energy;
- Good jobs and economic growth;
- Industry, innovation and infrastructure;
- Reduced inequalities;
- Sustainable cities and communities;
- Responsible consumption and production;
- Climate action;
- Life below water;
- Life on land;
- Peace, justice and strong institutions; and/or
- Partnerships for the goals.

Projects that assist Charles Sturt to improve its sustainability performance in areas underpinned by the [Learning in Future Environments \(LiFE\)](#) program will also be looked on favourably.

Some successful applications of past projects have included:

- the establishment of habitat and nesting sites for squirrel gliders on the Albury Campus. In late 2020, a team of volunteers led by Dr Jonathon Howard installed approximately 40 nest-boxes and planted hundreds of endemic and suitable trees in an effort to support the remnant squirrel glider population on campus;
- a TV Studio lighting upgrade to an energy efficient, controllable lighting rig;
- digitising and cataloguing a series of historically significant photographs that document the development of the Albury-Wodonga Campus; and
- an irrigated turf reduction project on the Wagga Wagga Campus with exotic lawn areas replaced with climate suitable, low/zero water use landscape including native ground covers, specifically grasses.

Past projects can be viewed on the Sustainability at Charles Sturt [website](#).

### Eligibility

Charles Sturt staff members and students from any campus, discipline, faculty or division are eligible to apply. Applicants are required to discuss their proposed project with Ed Maher, Manager, Sustainability at Charles Sturt. Please provide a brief description of your project idea so we can support your application.

Please note the funding is for new projects, not extensions of existing projects.

### **Funding**

The maximum funding for any one project is \$10,000 with a total funding pool of \$40,000 available. Co-funding from other sources is encouraged. The Evaluation Committee may elect to not allocate the full \$40,000 if the applications received are not deemed to be of a suitable standard.

### **Application Criteria**

Projects should align with the UN [SDGs](#) and those that are assisting to progress an objective from a LiFE Action Plan will be looked on favourably.

#### Criteria:

1. Alignment with the SDGs
2. Relationship to improvement action plans developed through the Learning in Future Environments (LiFE) process. Applicants are encouraged to demonstrate how their project will support or enhance the implementation of LiFE improvement action plans.
3. Value in terms of education or cultural change, particularly that which engages students. Considerations here include:
  - i. Visibility (e.g. is the image valuable for communicating the University's commitments to staff, students and community?);
  - ii. Likely effect on students and level of student involvement with the initiative (e.g. how often will they see or interact with it and its results or effects?);
  - iii. Degree of integration into the curriculum and strategic research areas;
4. Ability to partner with current or proposed research projects at the University;
5. Extent of publicity strategy that will raise awareness of the project, its results and sustainability generally;
6. Value as a model for other initiatives at the University (can it be scaled up or generalised for other areas?);
7. Probability of proposal attracting other funding sources (such as government environmental grants);
8. Financial return on investment.

### **Division of Facilities Management Consultation**

The Division of Facilities Management (DFM) is the custodian of the University's core, physical facilities. As part of this role, DFM acts as the consent authority in respect of alterations, additions, change of functionality, and associated changes in regards to the following elements of the University's built environment:

- Building structure;
- Electrical lighting and power systems;
- Building reticulated services;
- Air conditioning / ventilation systems;
- Grounds and ground maintenance; and
- Internal fittings in public areas (e.g. amenities and corridor areas).

If your proposal relates to changes to any of these areas, it is necessary that you consult DFM as works will need to be managed by Facilities Planning and Development to ensure compatibility with existing systems and infrastructure, compliance with relevant building codes and that works conducted are to a tradesperson standard. DFM will have final right of refusal over standards. It is recommended that you coordinate your contact with DFM through [Sustainability at Charles Sturt](#).

### **Unsuitable Projects**

Sustainability at Charles Sturt's Sustainability Project Grant will not fund the following type of projects:

- Applications which have not been discussed their Sustainability at Charles Sturt;
- Projects that don't meet the assessment criteria – particularly if they are deemed to have negative impacts or unintended environmental or social impacts;

- Projects that don't support wide-scale student/staff or community change or outcomes or replication if the project is a success;
- Projects that should be 'business as usual' or part of the operating budgets of other university divisions;
- Projects that fund items for staff without staff contribution that could not be rolled out to wider audiences. E.g. Bulk purchases of items such as drink bottles, KeepCups, etc for staff;
- Projects that require ongoing maintenance (labour), part replacement, equipment, etc without a commitment (including financial) for who manages these items; and
- Projects that rely on one person for the project to remain operational or successful.

### **Application Process**

The application process involves the following steps:

1. Provide a brief description of your project idea to Ed Maher, Manager, Sustainability at Charles Sturt
2. Complete the application form available on the [website](#).

Applications will be assessed by the Evaluation Committee in line with the nominated criteria. Successful applicants will be notified by email and will be required to provide a testimonial upon completion of the project or activity. The project will ideally be completed within six months of receiving funding.

If your project involves a significant change in equipment or process, please talk to us about completing a risk assessment.

### **Application Assessment**

Applications will be assessed by an Evaluation Committee, comprised of the Manager and Coordinator Partnerships, Sustainability at Charles Sturt and up to three relevant representatives from the University.

Following submission, applicants will be required to deliver a five minute verbal presentation of their project to the Evaluation Committee followed by a 10 minute Q&A. If feedback from the Committee requires the applicant to modify their application, this time will be afforded to them with a subsequent due date of no more than five working days.

Applicants will be notified of results of the selection process approximately four weeks after the submission closing date. Successful applications will be publicised throughout Charles Sturt channels including What's New and the Sustainability at Charles Sturt website.

Unsuccessful applicants will be provided with feedback on their proposal, with suggestions for enhancement for possible resubmission in a subsequent round.

### **Implementation**

While Sustainability at Charles Sturt may be able to provide guidance on the development of a grant application, it is the responsibility of the applicant/s to ensure implementation is progressed once funding is awarded. Projects are expected to be well progressed with 12 months of grant funding being awarded. One of the purposes of the Sustainability at Charles Sturt grants is to expedite the implementation of worthwhile sustainability projects at Charles Sturt. Sustainability at Charles Sturt reserves the right to terminate funding agreements (following reasonable notification) and seek recovery of unspent funding for projects that are continuously delayed in their commencement or in meeting agreed milestones.

Projects that are delayed and involve the carry-forward of funds will need to submit to standard process overseen by the Finance Review Committee.

### **Final Report**

Successful grant recipients must submit a final report upon completion of their project.

Where applicable, for promotional purposes, successful applicants are asked to provide at least one photograph or video of various stages of the project. Successful applicants will also be asked to provide progress reports every six months. This process is not onerous and is only intended to demonstrate to Sustainability at Charles Sturt that projects are progressing in alignment with agreed milestones.

Successful applications will be made available on the Sustainability at Charles Sturt website and may also be made available to future applicants for assistance in preparing a proposal. If there are details within your application which you do not want to be made public, for any reason, you will need to state this in writing when submitting your application.

### **Further Information**

Please contact:

Edward Maher

Manager, Sustainability at Charles Sturt

(02) 6933 4080

[sustainability@csu.edu.au](mailto:sustainability@csu.edu.au)

**Please return your completed application by Monday 14th November 2022, 5pm via email to [sustainability@csu.edu.au](mailto:sustainability@csu.edu.au).**