

Student Sustainability Council

Meeting Minutes

10/22/19

Taken by: Claire Hilbrecht

1. Beginning of Meeting

- a. 7:02 - Reading of the Preamble and Introductions

2. Proposal Presentations

- a. 7:04- Farmbots Presentation Begins
- b. 7:13 – Farmbots Presentation Ends and Q&A Begins
 - a. are you looking to scale up the garden
 - i. yes, we are going to ask SGA for a grant for another robot that will move trays into the area to take care of plants
 - b. where do you plan to take the food that you grow
 - i. the food is donated to God's Pantry, and we plan to donate food to other nonprofit organizations to become a qualified food pantry
 - c. Are professors guiding research
 - i. Currently students are guiding themselves with some advising from professors
 - d. Where does the funding for the rest of the project come from (ie seeds and fertilizer)
 - i. The SSC funded the greenhouse aspects of the project and the rest came from SGA
 - ii. Plan to go to grants.gov to seek other funding opportunities
 - e. When do you graduate- who will sustain this when you graduate
 - i. 2.5 years...underclassmen are involved too

- f. What are your views on how this robot fits into the food system
 - i. This could be a successful demonstration of a low cost solution to a high yield of crops- plan to prove the efficiency of robots in greenhouse gardens- plan to expand
- g. How expensive are farmbots
 - i. \$2,600- not looking to decrease this cost at the moment but it should decrease once the other robot is incorporated
- c. 7:19 – Farmbots Q&A Ends
- d. 7:20 - University Fighting World Hunger Conference Presentation Begins
- e. 7:33– University Fighting World Hunger Conference Presentation Ends and Q&A Begins
 - a. Have you sought partnerships with the Lexington Community Markets or Aramark
 - i. Yes...UK Dining through Aramark has already agreed to work with us, and we are working with other local organizations and companies
- f. 7:36 – University Fighting World Hunger Conference Q&A Ends

3. Proposal Discussions

- a. 7:36 - Discussion of Farmbots begins
 - a. I'm all for it, but I am curious about what people feel about machine automated community food systems
 - i. Labor is one of the leading costs that shut down the costs, so automated farm systems may reduce that cost
 - ii. Automation would be ideal for agricultural research to reduce human error and influence
 - b. We will not be refunding farmbots

b. 7:39- Discussion of Farmbots ends

c. 7:39 - Motion to vote on Farmbots (Motion by Isabell, 2nd Josh)

VOTE RESULTS - PASSED Yes [19] No [0] Abstain [1]

PROPOSAL #1 VOTING RECORD

Name	Y/N/A	Name	Y/N/A	Name	Y/N/A
Josh Ehl	Y	Cameron Luker	Y	Isabel Jenkins	Y
Sophie Beavin	Y	Kristen Gould	Y	Hattie Nunley	Y
Beth Evers	Y	Joel Huether		Megan Reinhart	Y
Maria Sanchez		Sam Leuthold	Y	Camille Harn	
Bethany Schagane		Alyssa Archer		Olivia Tussey	Y
Jake Simanek	Y	Brittany Lefebvre	Y	Edward Lo	Y
Bri Stanley	Y	Madi Syndor	Y		
Darren Tosh	A	Jack Swab			
Claire Hilbrecht	Y	Sydney King			
Kelly Walker	Y	Ashlee Edmonson			
Skyler Hornback	Y	Danielle Doering	Y		

Amount requested: \$673.22

Amount approved: \$673.22

d. 7:41 - Discussion of University Fighting World Hunger Conference begins

1. It is a lot of money but they did a good job of seeking money from other sources

1. We would be funding directly sustainable materials

2. They are doing a lot with the money

3. Are there any promotional plans for the SSC

1. Yes- logo on materials and Greentalks

4. Who gets money to run the conference

1. The students since they are dedicating their time to it

e. 7:44- Discussion of University Fighting World Hunger Conference ends

f. 7:44 - Motion to vote on University Fighting World Hunger Conference (Motion by Cameron, 2nd- Josh)

VOTE RESULTS - PASSED Yes [17] No [0] Abstain [3]

PROPOSAL #2 VOTING RECORD

Name	Y/N/A	Name	Y/N/A	Name	Y/N/A
Josh Ehl	Y	Cameron Luker	Y	Isabel Jenkins	Y
Sophie Beavin	Y	Kristen Gould	Y	Hattie Nunley	Y
Beth Evers	Y	Joel Huether		Megan Reinhart	Y
Maria Sanchez		Sam Leuthold	Y	Camille Harn	
Bethany Schagane		Alyssa Archer		Olivia Tussey	Y
Jake Simanek	Y	Brittany Lefebvre	Y	Edward Lo	A
Bri Stanley	Y	Madi Syndor	Y		
Darren Tosh	A	Jack Swab			
Claire Hilbrecht	Y	Sydney King			
Kelly Walker	Y	Ashlee Edmonson			
Skyler Hornback	Y	Danielle Doering	A		

Amount requested: \$10,000

Amount approved: \$10,000

ATTENDANCE

Name	P/A	Name	Y/N/A	Name	Y/N/A
Josh Ehl	P	Cameron Luker	P	Isabel Jenkins	Y

Sophie Beavin	P	Kristen Gould	P	Hattie Nunley	P
Beth Evers	P	Joel Huether	A	Megan Reinhart	P
Maria Sanchez	A	Sam Leuthold	P	Camille Harn	A
Bethany Schagane	A	Alyssa Archer	A	Edward Lo	P
Jake Simanek	P	Brittany Lefebvre	P	Olivia Tussey	P
Bri Stanley	P	Madi Syndor	P		
Darren Tosh	P	Jack Swab	A		
Claire Hilbrecht	P	Sydney King	A		
Kelly Walker	P	Ashlee Edmonson	A		
Skyler Hornback	P	Danielle Doering	P		



Funding Application

Before beginning the application process, please verify that you understand the terms and conditions for receiving funding from the SSC:

- The SSC cannot apply retroactive funding, all budget items must occur after the meeting date where the proposal is reviewed.
- Proposals are accepted on a rolling basis and the due date for consideration at each meeting is one week prior to that meeting.
- If approved, the project leader has twelve months to spend the funds. If the project requires an extension beyond this timeline, the project leader will need to submit an extension request.
- The money disbursed from this fund comes from student fees, so sustainability-related student impact is a necessary component for any proposal.
- Presenting the project to the Council is mandatory.
- In order to preserve the Council's ability to effectively review and consider proposals we are limited in the amount of proposals we may review per meeting. In the case that more proposals are received than can be reviewed for a given meeting, Council directors will decide which proposals are heard based on project timeline and order of submission.

By checking the box below, I verify that I understand and accept these terms and conditions.

: Yes

Project title: Winterization

Project leader name: Harrison Stranc

Project leader email: harrison.stranc@uky.edu

Project leader additional contact information:

Contact type	Contact info
Phone	8015746056

Total amount requested from the Council (round up to the nearest whole number): 673.22

UK affiliation: Student Organization

Name of organization: Farmbot.Wildcats

What is your role in the organization?: President and Founder

Brief description of organization: Farmbot.Wildcats is a student organization at the University of Kentucky. The goal of the organization is to automate forms of home gardening systems so that consumers always have access to nutritional food and we do that with through Farmbot. Farmbot is an automatic gardener; it can grow certain crops from seed to harvest without any human intervention. Given the seeds in a bin, it can pick the seeds up, plant them where the owner of the bot designated them to be planted using the Farmbot Software and then the Farmbot tends to the plants every day. When it is harvest time, the bot will send a push notification to your phone. It was built for the average family of four to grow their own fruits and veggies at home. This is much more economical and greener for the environment than going to the store to buy produce, because in the long run, it pays for itself in a few years and the carbon emissions it takes to get the food from the farm to your home would drop to 0. That is Farmbot in a nutshell.

Approximately how many active members does your organization have?: 15

Who is your organization's staff/faculty advisor?:

Name

Email

Dr. Bruce Downie

adownie@uky.edu

To the best of your knowledge, has your organization had any previous involvement with the SSC? This may include membership, funding requests, or involvement with an organization affiliated with the SSC.: In the spring of 2017, Farmbot.Wildcats applied for funding, but was denied. In the fall of 2018, Farmbot.Wildcats was awarded \$560 in funding from the SSC. That concludes all items regarding our affiliation with the SSC.



Jobs funded by the Council should be priced at a livable wage. As one of the three pillars of sustainability, economic sustainability is an important component of any project. The Council aims to fund all jobs at a livable wage. If you are requesting funds for an internship/stipend/etc, please explain how that budget was determined in the framework of economic sustainability.: It should be noted, that Farmbot.Wildcats project's take time to plan and time to build. All labor coming from our group of students volunteering for the common goal. There is no request for job funding.

Understanding the supply chain for any material purchased is an important component of sustainability. If your project requires materials, please include an explanation of their sourcing.: Our entire budget for the project are materials. Although our materials chosen for this project are not local, we are using them to further our research in to local sustainability regarding food. Not to mention, some our materials are not available locally, like our electronic stepper motors.

How did you hear about the SSC?: Our organization has a previous engagement with the SSC.

Describe how your project relates to the three pillars of sustainability (environmental stewardship, economic equity, and social inclusion).: The organization's constitution states that all food grown is to be donated to local hunger charities in our community. The donation of all food grown is a direct social pillar of sustainability benefiting those who require visiting food pantries to get by. Over the course of our organization's lifespan, the long-term economic savings out-weigh the costs of purchasing vegetables from the grocery store and the ZERO CO2 emissions after Farmbot is connected to renewable energy source.



Please provide an in depth description of your project. You will likely want to copy and paste your response into the text box.: Farmbot.Wildcats is based off of researching in our greenhouse/high tunnel located at the College of Agriculture's South Farm, and this will be our first winter in operation. As winter approaches, we will not be able to operate our equipment for testing and growing due to the freeze killing the plants and parts freezing due to water tubing. But yes, we are in a green house with manual roll-up sides, however, during the day (even in winter) the greenhouse can reach high temperatures that can kill the plants being grown if the side walls are not rolled up. Our organization is made up of students and we are not able to manually raise and lower the walls every day. That is why we seek funding for two items that will help us winterize the greenhouse: 1) installing automatic sidewalls controlled by a temperature sensor and the use of electronic stepper motors; 2) installing a water system inside the greenhouse (our current system is from a spicket from outside that would freeze if left on). This would allow us to continue our research through the winter and continue to grow crops.

Who will this project primarily impact?:

The Environmental Stewardship Fee is a \$4 per semester student tuition fee. Given that the SSC is in charge of distributing these funds, please describe your project's plan to maximize student impact.: Farmbot.Wildcats Research and its members

Please select the groups that your project is intended to impact.:

Undergraduate Students

Our Student Org

What type of project is this?:

Campus Infrastructure

Research

Please select up to three disciplinary categories that best describe your project.:

Agriculture/Food Systems

Engineering

Charitable

The SSC is always seeking further outreach opportunities. Please consider doing one or all of the following with your project to help us reach more people. :

Green Talks Radio segment (recommended)

Feature SSC logo on promotional material

Social Media Promotion



Does this project require the approval of any outside or UK entity? If so, please check the box and include documentation of support at the end of this document.: Yes

Have this, or any related project, been funded by the SSC in this or previous years?: Yes

You indicated this, or a related project has been funded by the SSC in this or previous years. Please answer the following questions about that project. If the SSC has funded multiple projects in the last three years, please provide information for each one.:

Project	Year funded	Amount (round up to the nearest whole number)
Farmbot.Wildcats First Bot	2018	560

Please fill out an itemized budget for your project as it stands. Indicate line items that could be reduced with a check mark. Round up to the nearest whole number for numerical entries.:

Category: Supplies

Item name: Water Tank and System

Amount requested from the SSC: 106.90

Amount requested from outside the SSC: 0

Name of other funding source: Total cost: 106.90

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No

Category: Supplies

Item name: Automated Side Walls

Amount requested from outside the SSC: 0

Amount requested from the SSC: 566.32

Name of other funding source: Total cost: 566.32

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): No



Please describe who will be in charge of dispensing the funds. If it is not a UK department, how will the funds be dispensed?: Preferred Method: Reimbursement - I will purchase the materials approved. Then will send my bank statement for the itemized proof of purchases for reimbursement. Alternate Method: Department of Horticulture

Does this project have any additional funding partners? If so please list them and briefly describe their contribution and involvement.: No additional funding partners.

Estimated project completion date: 12/20/2019

Please provide a list of the major milestones of your project.: November 15 - Materials Purchased and Received, start prototyping Dec 1 - Finish with Prototyping, Start construction. Dec 20 - Project completion.

Include the date (mm/dd/yy) and a brief description of the event. This should include all relevant events to your proposals, such as dates for completion of key project milestones, presentations, or final project completion.:

Date	Event title	Brief description
11/15/2019	Materials ready for use.	Need materials to get started with testing the materials.
12/01/2019	Prototyping complete. Start construction.	After completing the testing of our received materials, we can start construction.
12/20/2019	Project completion.	Construction will take about 3 weeks during the final weeks of the semester.



If your project timeline is greater than a month, please provide a date around the middle of the project when sufficient progress will have been made to update the SSC.:

12/12/2019

Please attach supporting documents such as promotional material, letters of collaborative funding, or a budget spreadsheet, in addition to the budget provided previously. If you are working in partnership with a UK entity such as the Physical Plant Division, an academic department, etc., their letter of support should be uploaded here as well. Please only attach documents necessary to your proposal, so documents such as individual resumes or cover letters should not be included. All supporting documents should be in PDF format.:

Bill of Materials

Project: Green House - Automated Side Walls

Part #	Description	Supplier	Quantity	Part Cost	Total Cost
1	High Torque Nema 34 5.5A 640 oz in	Amazon	2	\$50.50	\$101.00
2	Motor Controller Board vs Motor Driver Board	Amazon	2	\$53.95	\$107.90
3	Motor Driver Power Supply	Amazon	2	\$23.99	\$47.98
4	Guide Posts (cutting one 10.5' side post in 2)	Lowe's	1	\$12.88	\$12.88
5	Ceiling Hooks 4-15/16"	Lowe's	2	\$0.84	\$1.68
6	Chain Link Galv Steel 1ft	Lowe's	1	\$3.00	\$3.00
7	1/4" by 2" Bolt	Lowe's	2	\$0.14	\$0.28
8	1/4" Nut	Lowe's	2	\$0.07	\$0.14
9	Roll Up Side Posts swaged 10.5' 1 3/8 in dia	Lowe's	10	\$12.88	\$128.80
10	Side Post Snap Clamps 10pck x3 includes shipp	Tunnel Vision Hoops	3	\$40.20	\$120.60
11	Self Tapping Screws #10 3/4"	Lowe's	1	\$6.00	\$6.00
12	3/4" Screw Hex Driver	Lowe's	1	\$4.00	\$4.00
13					

Tax Rate: 6.00%

Total \$566.32

Bill of Materials

Project: Green House - Winter Water Tank

Part #	Description	Supplier	Quantity	Part Cost	Total Cost
1	100 Gallon Rain Barrel, Rainwater Collection, Water Catcher Container	Amazon	1	\$54.99	\$54.99
2	Tubing	Amazon	1	\$19.12	\$19.12
3	Barb Adapter	Lowes	1	\$5.00	\$5.00
4	Float Sensor	Amazon	1	\$7.99	\$7.99
5	Wiring	Amazon	1	\$13.75	\$13.75
6					

Tax Rate: 6.00%

Total \$106.90



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- **Please note: The SSC has allocated ALL FUNDS for the 2018-2019 academic year.** The SSC will continue to review and award funds to projects with a start date of July 1, 2019 or later.

I verify that I understand and accept these terms and conditions (please write Yes): Yes

Project title: Sustainable Practices at the Universities Fighting World Hunger (UFWH) Summit 2020

Project leader name: Liana Dixon

Project leader email: liana.dixon@uky.edu

Project leader additional contact information: (606) 854-7302

Total amount requested from the Council (round up to the nearest whole number): \$10,000

UK affiliation (Student, Faculty or Staff): Student



Please fill out the following information about yourself and any other individuals involved on the project. Previous involvement with the SSC may include membership, funding requests, or involvement with an organization affiliated with the SSC. Answer to the best of your knowledge.

Please list the following information:

Name	Major/Department	Academic Year Based on Project Graduation Date	Previous involvement with SSC
Liana Dixon	Public Health/DHN	2nd year graduate	Funding requests
Aditya Srirman	DHN	Junior	n/a
Claire Crosby	Human Nutrition/DHN	Senior	n/a
Alexis Lane	Biology/DHN	Senior	n/a
Sam Langford	Public Health/DHN	Junior	n/a
Ramy Ghanim	Chemistry/DHN	Junior	n/a
Danielle Doering	Environmental Science/DHN	Senior	n/a
Taylor Gilbert	Dietetics/DHN	Sophomore	n/a
Grace Anderson	Human Nutrition/DHN	Senior	n/a
Julie Plasencia	DHN	Faculty/Staff	n/a
Kendra Oo	DHN	Faculty/Staff	Funding requests
Tammy Stephenson	DHN	Faculty/Staff	Funding requests

How did you hear about the SSC?:

Previous funding requests through the Campus Kitchen at the University of Kentucky (CKUK). Also, the Universities Fighting World Hunger at the University of Kentucky (UFWH-UK) student organization has a representative spot on the SSC to help allocate the SSC funds for the 2019-2020 school year. UFWH-UK has been a SSC student organization representative for the past two years.

Describe how your project relates to the three pillars of sustainability (environmental stewardship, economic equity, and social inclusion):

Environmental Stewardship: The Summit will promote the use of eco-friendly materials by not offering single use plastic. In its place, there will be recyclable name tags and reusable grocery bags. The Summit will only use reusable dinnerware at lunch and dinner. Attendees will be encouraged to refill their water bottle at the refill stations at the summit venue, the Gatton Student Center. Additionally, hotels are selected within 1 mile from the venue to encourage zero-

emission commuting to the summit. Conference-related tours will utilize ride-sharing techniques to reduce greenhouse emissions. The event app will allow the conference to significantly reduce paper waste. Rather than having print agendas and programs, all materials will be distributed digitally through a cohesive, user-friendly app. Summit organizers will compost leftover food and donate unused food to CKUK, minimizing food waste that would otherwise end up in landfills.

Economic Equity: The Summit will utilize donations and grant-funding to decrease the economic burden of purchasing food. Efforts to secure local food for meals during the conference are currently underway. This supports our local farmers and promotes a cooperative agro-food economy. The professional development experience offered by Summit organizers supports the development of student leaders. Student leaders will be compensated appropriately with resources equating to a living-wage. Attendees of the conference will be equipped with information on implementing solutions in their community that promote economic equity through food justice.

Social Inclusion: Summit expenses for attendees will be kept to a minimum to ensure the summit is accessible to resource-limited populations. Also, the speakers at the Summit will include people from diverse backgrounds; of the keynote speakers, 4 of 5 are women, 2 of 5 are from underrepresented minority populations, speakers from 4 disciplines were purposefully invited. Attendees will be encouraged to network and engage with faculty, staff, students, and community partners at various events and sessions. The goal of the Summit is to facilitate discussions between diverse individuals which helps fight the stigma associated with food insecurity and generate innovative solutions to promote food justice.

Please provide an in depth description of your project:

Summit Background, Agenda, Information:

Universities Fighting World Hunger (UFWH) Summit originated at Auburn University in 2004. Since then, universities from all over the world have hosted the Summit, giving students and advocates from across the globe a chance to attend a conference aimed at spreading ideas to alleviate food insecurity. Food insecurity, defined as limited or uncertain access to nutritionally adequate and safe foods needed to live a healthy and active lifestyle due to a lack of financial resources, is a multidimensional global challenge.

The Universities Fighting World Hunger (UFWH) Summit will be a 2-day event on from March 19-20, 2020. This year, the theme for the Summit is “*Seeing a World Without Hunger.*” The Summit’s overarching goal is to bring awareness to hunger and the initiatives that individuals around the globe are involved in, in an effort to inspire others to duplicate these projects in their own communities. With the University of Kentucky hosting the UFWH Summit 2020, the conference is expecting around 500 attendees. This is an opportunity for an excessive amount of waste to be generated. One typical conference attendee produces 4.2 lbs. of waste per day. 2.6 lbs. of this goes straight to the landfill, which equates to 390 lbs. CO₂ emissions per day. This being said, the UFWH Summit 2020 has the potential to generate 3,307 lbs. of waste, with approximately 1984 lbs. of waste ending up in a landfill. This equates to around 130 metric tons of CO₂ emissions.



In order to implement conservation practices to combat the generation of waste, UFWH Summit organizers are taking environmentally sustainable steps. These steps include providing an event app to reduce paper waste while giving attendees access to information such as agendas, speakers, networking, polls, sponsorships, maps, and more. Additionally, organizers are promoting environmental sustainability by providing eco-friendly promotional materials such as recycled notebook sets with pens, recyclable folders, seed paper name badges, reusable tote bags, and recycled T-shirts. Reusable flatware at meals, group transportation for field trips to reduce greenhouse emissions, and reduced rates at hotels within 1 mile of campus to encourage zero-emission travel will also be provided.

UK students will act as coordinators and volunteers in order to assist in the execution of the Summit. These students will support check-in, poster presentations, marketing, networking, and field trips. These leadership opportunities will contribute to their professional experiences to support their future employment skills. In addition, these students will have the opportunity to network with other advocates at mealtimes. Students attendees will have the opportunities to attend sessions:

On March 19, 2020, Sonja Feist-Price, the VP for Institutional Diversity at UK, will give opening remarks before keynote speaker Esther Ngumbi from the University of Urbana Champaign speaks about her strides she has taken as an author, researcher, mentor, professor, and public speaker to her efforts in hunger and sustainability. Attendees will then break out into groups to go on “field-trips” to local sustainability-based organizations such as Food Chain, West Sixth, Smithtown Seafood, The Food Connection, Campus Kitchen at UK, UK Horticulture Research Farm, Glean KY, God’s Pantry Food Bank, Big Blue Pantry, and One Cafe. Once attendees return to the student center, they will have the opportunity to attend poster presentations within three tracks -- Global, Domestic, and Campus hunger solutions. During the KY Proud Goes Global Dinner on the first night, Dr. Nancy Cox, the Dean for the College of Agriculture, Food, and Environment will give opening remarks before keynote speakers, Ouita Michel, Kentucky Commissioner of Agriculture Ryan Quarles, and Executive Director of Feeding Kentucky Tamara Sandberg, tell attendees about their experience in hunger and sustainability initiatives. Attendees will eat locally sourced food at this dinner that, by investing in KY farms, encourages growth on local farms and further stimulates the economy.

On March 20, 2020, attendees will have an opportunity to network at breakfast before going into the breakout sessions of their choosing - Global, Domestic, or Campus hunger solutions. At the closing session, Dr. Sue Roberts, Associate Provost for Internationalization at UK, will give opening remarks before keynote speaker Maria Rose Belding, Co-Founder and Executive Director of MEANS. Maria Rose Belding was recognized as CNN Hero for her involvement in hunger-based initiatives.

Overall, the Universities Fighting World Hunger Summit integrates social, educational, sustainable, and local components into a two-day comprehensive conference with the ultimate goal of reducing hunger through the following ways:

- 1. Welcoming individuals with widely varying backgrounds and disciplines to join the hunger discussion:**

As UFWH is a globally targeted event, individuals from across the globe are invited to attend. The only thing these specific individuals have in common is that they are motivated and driven to see a world without hunger. As advocates come together to discuss hunger-based initiatives in their community, attendees will have the opportunity to participate in a cross-disciplinary discussion, generate implementation ideas for their own communities, and build their network.

2. Educating and empowering students on the topic of food justice and sustainability:

Lasting impact occurs through empowerment and education. The UFWH Summit aims to empower students by connecting them with advocates and providing resources to aid in fueling their motivation and drive to end hunger on a campus, domestic, and global scale.

3. Integrating local foods and businesses into the conference agenda:

Attendees, some of which may not be familiar with Lexington, Kentucky, will have the opportunity to participate in a field trip to a Lexington-based organization that promotes the local economy and sustainability efforts (e.g. UK South Farm, FoodChain, etc.). Here, they will learn about these organizations' rich history within Lexington and the importance of buying local. Regardless of field trip attendance, all attendees will experience a taste of Kentucky when they attend the KY Proud Goes Global Dinner that will provide a locally sourced, nutritional meal on Day 1 of the summit.

Monitoring and Evaluation:

Implementing an evaluation is an essential part of understanding the impact on attendees and improving future UFWH Summits. The UFWH Summit evaluation plan includes formative evaluation, a real-time process evaluation within each breakout session, and outcome evaluation. In order to evaluate the summit and disseminate the findings, the UFWH Summit will seek approval from the UK Institutional Review Board (IRB) to conduct survey research from January 2020 to May 2020.

1. **Formative evaluation:** We will solicit feedback from attendees at the conclusion of each breakout presentation. In addition, the summit app will have many discussion platforms in which qualitative data will be extracted. Findings will be used to identify how presentations and hunger-based initiatives are perceived by summit attendees. The final report will include themes for future summit to examine, include and expand upon.
2. **Process evaluation:** Verbal feedback and post-summit surveys will be used to examine inputs, activities and outputs of the summit. A report will be generated to provide future summit organizers feedback on how to organize student coordinators and volunteers, functions of the steering committee members and roles and responsibilities of conference organizers.
3. **Outcome evaluation:** A pre-summit Qualtrics electronic survey questions that will be distributed via email in order to assess attendees' perspectives on addressing hunger. This survey questions seek to increase our understanding attendee's knowledge, beliefs, and behaviors on hunger-related initiatives and sustainability. Results from this evaluation plan will be used to determine the effectiveness of the summit in changing attendees' perspectives on hunger and sustainability.



The Environmental Stewardship Fee is a \$4 per semester student tuition fee. Given that the SSC is in charge of distributing these funds, please describe your project's plan to maximize student impact:

The University of Kentucky (UK) was invited to host the 15th Annual Universities Fighting World Hunger 2020 Summit. To accomplish this, a diverse steering committee was formed with professionals from over 10 different departments at UK. In addition to the steering committee, a student leadership team was established to assist with various aspects of the summit. Student coordinators agreed to volunteer their time with marketing, registration, poster sessions, networking events, and coordination of 5 field trips. Through collaborations with the UFWH Summit 2020 steering committee, student coordinators are gaining hands-on experiences that promote their professional growth and improve technical, problem-solving, and critical thinking skills. The student coordinators will recruit, lead, and train other volunteers as well as build relationships with community members, attendees, and peers. The conference is marketed towards UK students and is expecting to attract nearly 500 attendees with approximately 45% of these being students. To maximize student participation, including poster and oral presentations at the summit, we are requesting funds to support the registration fees for 35 student volunteers.

Please list all groups that your project is intended to impact (Faculty/Staff, Graduate Students, Lexington Community, Undergraduate Students, UK Community as a Whole):

- Faculty/Staff
- Graduate Students
- Lexington Community
- Undergraduate Students
- UK Community as a whole

Please select the type of project that best describes your project. Mark all that apply:

- Campus Infrastructure
- Conference
- Career Development
- Education
- Award
- Research
- Seminar/Speaker Series
- Other: _____

Please select up to three disciplinary categories that best describe your project:

- Agriculture/Food Systems
- Arts/Architecture
- Campus Sustainability
- Economics/ Behavior

- Engineering
 Entomology
 SSC- External
 Forestry/Gardening/Landscaping
 SSC- Internal
 Recycling/ Waste Management
 Solar Energy
 Water Conservation
 Other: _____

The SSC is always seeking further outreach opportunities. Please place an X next to one or all of the following with your project to help us reach more people:

- Green Talks Radio segment (recommended)
 Feature SSC logo on promotional material
 Social Media Promotion
 Other

Does this project require the approval of any outside or UK entity (Yes/No)?

No

** If yes, please include documentation of support at the end of this document.

Have this, or any related project, been funded by the SSC in this or previous years (Yes/No)?

No

Please attach out an itemized budget for your project or complete the table below.

Category	Item Name	Amount Requested from SSC	Amount Requested outside SSC	Name Other Funding Source	Total Cost
Supplies	Customized Seed Paper Name Badges in Color (500 x \$2)	450	550	KY Homemakers	1,000
	Recycled Lanyards (500 x \$1.7)	350	500	DHN	850

	Customized, Recycled Notebook Sets with Pens (500 x \$4)	800	1,200	Student Opportunity grant	2,000
	Customized Eco-friendly Tote Bags (500 x \$5)	1,200	1,300	DHN	2,500
Event/Rentals	Conference App	1,000	1,500	Student Opportunity Grant	2,500
	Triangular Poster Kiosk (10 kiosks x \$75)	300	450	Student Opportunity Grant	750
Promotional Materials	Customized, Eco-friendly Summit T-shirts (50 x \$30)	650	850	DHN	1,500
Food	Locally Sourced Food for KY Proud Goes Global Dinner (500 x \$30)	3,000	12,000	DHN and UK Dining	15,000
Registration	Student Coordinators and Volunteers Summit Registration Fees (35 x \$100)	1,500	2,000	DHN and Student Opportunity Grant	3,500
Other	Student Coordinators and Volunteers Fellowship (35 x \$50)	750	1,000	Student Opportunity Grant	1,750
Total		10,000	21,350		31,350

Are you willing to accept partial funding for this proposal?

Yes

Please describe who will be in charge of dispensing the funds. If it is not a UK department, how will the funds be dispensed?:

Kendra Oo, Director of Community Outreach
 Department of Dietetics and Human Nutrition
kendracan@uky.edu
 859-218-4912

Tammy McGuire, Business Officer
 Department of Dietetics and Human Nutrition
Tammy.mcguire@uky.edu
 859-257-9041

Does this project have any additional funding partners? If so please list them and briefly describe their contribution and involvement:

1. **The Department of Dietetics and Human Nutrition** supports the UFWH Summit through faculty and staff serving on the planning committee, a marketing specialist developing the website, app, and other marketing materials, a graduate student assistant (full assistantship, 2 semesters), and an AmeriCorps VISTA.
2. **UK Dining** will provide funding for plated lunches and KY Proud Goes Global dinners.
3. **KY Homemakers** is a volunteer organization that works in the community to improve the quality of life for families. They will provide \$550 towards the eco-friendly, seed paper name badges.
4. The **Food Connection** supports local farmers, producers, consumers, and students through service, instruction, and research. They will provide \$4,350 funding towards public transportation, app, supplies, and student funding.

Use table below to provide a list of the major milestones of your project. This should include all relevant events to your proposals, such as dates for completion of key presentations and/or equipment purchases. Include project start and completion dates.

Date	Event Title	Brief Description
11/1/19	Registration and Abstract Submission Form Opens	The forms for both conference registration and oral/poster abstract submission open.
12/31/19	Abstract Deadline	This is the last day to submit an abstract for an oral or poster presentation.
3/1/20	Registration Closes	This is the last day to register to attend the conference.
3/1/20	Pre-conference survey closes	Once registration opens, pre-conference survey will be distributed via email to registered attendees to assess participants attitude, knowledge, and beliefs on sustainability initiatives and hunger. Survey results will be used as a baseline.
3/18/20	PUSH Leaders Forum	Presidents and administrators from over 100 universities will gather in Lexington, KY in order to have a discussion about food and nutrition security.
3/19/20	UFWH	Day 1: Summit will include attendee networking, breakout sessions, field trips to local organizations,

		and various keynote speakers during a plated lunch and a plated KY Proud Goes Global Dinner.
3/20/20	UFWH	Day 2: Summit will include attendee networking, breakout sessions, remarks from a keynote speaker, and brown bag lunches.
3/23/20	Post-conference survey opens	Survey, sent out to attendees via email, will assess conference attendees' attitudes, knowledge, and beliefs on sustainability initiatives and hunger after having attended UFWH Summit 2020.
3/27/20	SSC mid-project report due	Including key metrics including number of attendees, results of outbreak session polls, updated growth and development, budget report, ect. thus far
4/24/20	Post-conference survey closes	Survey results will be compared to pre-conference survey baseline to determine how the conference impacted attendees' perspectives on hunger.
5/8/2019	SSC final report due	Data collected from summit will be compiled into a final report including key metrics including, but not limited to, audience demographics, abstract submission information, financials, and survey results.

If your project timeline is greater than a month, please provide a date around the middle of the project when sufficient progress will have been made to update the SSC.:

There will be adequate feedback directly after the summit on 3/27/20 when students funded will have attended and shared their experience. An end of semester report on 5/8/20 will provide enough time to collect post-conference surveys for a comprehensive overview of attendee experience.

** Please attach supporting documents such as promotional material, letters of collaborative funding, or a budget spreadsheet, in addition to the budget provided previously. If you are working in partnership with a UK entity such as the Physical Plant Division, an academic department, etc., their letter of support should be uploaded here as well. Please only attach documents necessary to your proposal, so documents such as individual resumes or cover letters should not be included. All supporting documents should be in PDF format.:

** Please email your completed application to ukstudentsustainabilitycouncil@gmail.com