

Student Sustainability Council

Meeting Minutes

1/29/19

1) Beginning of Meeting

- a) [7:00] - Reading of the Preamble and Introductions

2) Proposal Presentations

- a) [7:04] - UK Recycling Resource Map Presentation Begins
- b) [7:07] - UK Recycling Resource Map Presentation Ends and Q&A Begins
- c) [7:09] - UK Recycling Resource Map Q&A Ends
- d) [7:10] - Sustainability Office Certification Program Presentation Begins
- e) [7:14] - Sustainability Office Certification Program Presentation Ends and
Q&A Begins
- f) [7:15] - Sustainability Office Certification Program Q&A Ends
- g) [7:15] - Sustainability Challenge Grant Partnership Presentation Begins
- h) [7:23] - Sustainability Challenge Grant Partnership Presentation Ends and
Q&A Begins
- i) [7:23] - Sustainability Challenge Grant Partnership Q&A Ends
- j) [7:25] - Wildlife Rehabilitation in Ecuador Presentation Begins
- k) [7:32] - Wildlife Rehabilitation in Ecuador Presentation Ends and Q&A
Begins
 - i) Is it a UK affiliated program?
(1) No, it's private.

ii) How many members are in the pre-vet club?

(1) 75 active members, fluctuates based on freshman class

l) [7:34] - Wildlife Rehabilitation in Ecuador Q&A Ends

m) [7:37] - Farm to Fork: Free Locally Sourced Lunch Presentation Begins

n) [7:51] - Farm to Fork: Free Locally Sourced Lunch Presentation Ends and
Q&A Begins

o) [7:51] - Farm to Fork: Free Locally Sourced Lunch Q&A Ends

3) Proposal Discussions

p) [7:54] - Discussion of UK Recycling Resource Map begins

i) Minimal money

ii) Entire lexington area

iii) Beneficial for ewaste locations

q) [7:56] - Discussion of UK Recycling Resource Map Ends

r) [7:56] - Motion to vote on (Motion by [Rachel], 2nd [Viktor])

s) Amount requested: \$397

t) Amount approved: \$397

VOTE RESULTS - - **PASSED** Yes [17] No [0] Abstain [1]

Name	Y/N/A	Name	Y/N/A	Name	Y/N/A
Madison Sydnor	N/A	Cameron Luker	Y	Emily Hall	N/A
Sophie Beavin	A	Celia Ritter	Y	Ahmed Hamad	N/A
Thomas Ostertag	Y	Maria Sanchez	Y	Sarah Crawford	Y
Maya Collins-Paterson	Y	Megan Von Son	N/A	Cody Jones	Y
Julianna Dantzer	Y	Evan Batty	N/A	Laura McAllister	N/A
Zoe Gabrielson	Y	Evan Bartley	Y	Tiana The	Y
Chloe Darnell	Y	Nickie Cashdollar	N/A		
Viktor Halmos	Y	Rachel Cook	Y		
Claire Hilbrecht	N/A	Claire Crosby	Y		
Joel Huether	Y	Ashlee Edmonson	N/A		
Isabel Jenkins	Y	Rachel Finefrock	Y		

u) [7:57] - Discussion of Sustainability Office Certification Program begins

i) Funding contingent on a survey?

ii) What is certification?

iii) A lot of success stories, want to see more support

v) [8:04] - Motion to vote on Sustainability Office Certification Program

(Motion by [Viktor], 2nd [Rachel])

w) Amount requested: \$2,232

x) Amount approved: \$0

VOTE RESULTS - FAILED Yes [1] No [16] Abstain [1]

Name	Y/N/A	Name	Y/N/A	Name	Y/N/A
Madison Sydnor	N/A	Cameron Luker	N	Emily Hall	N/A
Sophie Beavin	A	Celia Ritter	N	Ahmed Hamad	N/A
Thomas Ostertag	Y	Maria Sanchez	N	Sarah Crawford	N
Maya Collins-Paterson	N	Megan Von Son	N/A	Cody Jones	N
Julianna Dantzer	N	Evan Batty	N/A	Laura McAllister	N/A
Zoe Gabrielson	N	Evan Bartley	N	Tiana The	N
Chloe Darnell	N	Nickie Cashdollar	N/A		
Viktor Halmos	N	Rachel Cook	N		
Claire Hilbrecht	N/A	Claire Crosby	N		
Joel Huether	N	Ashlee Edmonson	N/A		
Isabel Jenkins	N	Rachel Finefrock	N		

y) [8:05] - Discussion of Sustainability Challenge Grant Partnership begins

z) [8:05] - Discussion of Sustainability Challenge Grant Partnership Ends

aa)[8:05] - Motion to vote on (Motion by [Rachel], 2nd [Isabelle])

bb)Amount requested: \$33,333

cc) Amount approved: \$33,333

VOTE RESULTS - - **PASSED** Yes [18] No [0] Abstain [0]

Name	Y/N/A	Name	Y/N/A	Name	Y/N/A
Madison Sydnor	N/A	Cameron Luker	Y	Emily Hall	N/A
Sophie Beavin	Y	Celia Ritter	Y	Ahmed Hamad	N/A
Thomas Ostertag	Y	Maria Sanchez	Y	Sarah Crawford	Y
Maya Collins-Paterson	Y	Megan Von Son	N/A	Cody Jones	Y
Julianna Dantzer	Y	Evan Batty	N/A	Laura McAllister	N/A
Zoe Gabrielson	Y	Evan Bartley	Y	Tiana The	Y
Chloe Darnell	Y	Nickie Cashdollar	N/A		
Viktor Halmos	Y	Rachel Cook	Y		
Claire Hilbrecht	N/A	Claire Crosby	Y		
Joel Huether	Y	Ashlee Edmonson	N/A		
Isabel Jenkins	Y	Rachel Finefrock	Y		

dd)[8:05] - Discussion of Farm to Fork: Free Locally Sourced Lunch begins

i) Good holistic sustainable program

ii) New foods and new dynamics

ee)[8:19] - Discussion of Farm to Fork: Free Locally Sourced Lunch Ends

ff) [8:07] - Motion to vote on (Motion by [Julianna], 2nd [Rachel])

gg)Amount requested: \$7,400

hh)Amount approved: \$7,400

VOTE RESULTS - - PASSED Yes [17] No [0] Abstain [1]

Name	Y/N/A	Name	Y/N/A	Name	Y/N/A
Madison Sydnor	N/A	Cameron Luker	Y	Emily Hall	N/A
Sophie Beavin	Y	Celia Ritter	Y	Ahmed Hamad	N/A
Thomas Ostertag	Y	Maria Sanchez	Y	Sarah Crawford	Y
Maya Collins-Paterson	Y	Megan Von Son	N/A	Cody Jones	Y
Julianna Dantzer	Y	Evan Batty	N/A	Laura McAllister	N/A
Zoe Gabrielson	Y	Evan Bartley	Y	Tiana The	Y
Chloe Darnell	Y	Nickie Cashdollar	N/A		
Viktor Halmos	Y	Rachel Cook	Y		
Claire Hilbrecht	N/A	Claire Crosby	N/A		
Joel Huether	Y	Ashlee Edmonson	N/A		
Isabel Jenkins	Y	Rachel Finefrock	Y		

ii) [8:08] - Discussion of Wildlife Rehabilitation in Ecuador begins

- i) Funding a project with just one person isn't the ordinary
- ii) Student impact is minimum for that amount of money
- iii) Trafficking of animals is a big issue, would impact sustainability
- iv) If she is successful it will change her life and the ones around her
- v) Overall reduce her budget
- vi) Motion to extend julianna, rachel
- vii) Amendment to reduce her asking to 1,000 dollars. Use it as she needs. 1st julianna 2nd viktor.

jj) [8:31] - Discussion of Wildlife Rehabilitation in Ecuador Ends

kk) [8:32] - Motion to vote on (Motion by [Claire], 2nd [Cody])

ll) Amount requested: \$5,000

mm) Amount approved: \$1,000

VOTE RESULTS - - PASSED Yes [11] No [7] Abstain [0]

Name	Y/N/A	Name	Y/N/A	Name	Y/N/A
Madison Sydnor	N/A	Cameron Luker	Y	Emily Hall	N/A
Sophie Beavin	Y	Celia Ritter	N	Ahmed Hamad	N/A
Thomas Ostertag	Y	Maria Sanchez	N	Sarah Crawford	Y
Maya Collins-Paterson	N	Megan Von Son	N/A	Cody Jones	Y
Julianna Dantzer	Y	Evan Batty	N/A	Laura McAllister	N/A
Zoe Gabrielson	Y	Evan Bartley	Y	Tiana The	Y
Chloe Darnell	N	Nickie Cashdollar	N/A		
Viktor Halmos	Y	Rachel Cook	Y		
Claire Hilbrecht	N/A	Claire Crosby	N		
Joel Huether	N	Ashlee Edmonson	N/A		
Isabel Jenkins	N	Rachel Finefrock	Y		

End of Meeting: 8:32

Attendance

Name	P/A	Name	Y/N/A	Name	Y/N/A
Madison Sydnor	A	Cameron Luker	P	Emily Hall	A
Sophie Beavin	P	Celia Ritter	P	Ahmed Hamad	A
Thomas Ostertag	P	Maria Sanchez	P	Sarah Crawford	P
Maya Collins-Paterson	P	Megan Von Son	A	Cody Jones	P
Julianna Dantzer	P	Evan Batty	A	Laura McAllister	A
Zoe Gabrielson	P	Evan Bartley	P	Tiana The	P
Chloe Darnell	P	Nickie Cashdollar	A		
Viktor Halmos	P	Rachel Cook	P		
Claire Hilbrecht	A	Claire Crosby	P		
Joel Huether	P	Ashlee Edmonson	A		
Isabel Jenkins	P	Rachel Finefrock	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.
- Please note: The SSC has almost allocated all of its funds for the 2018-2019 academic year. Once these funds are distributed, the SSC will continue to review and award funds to projects with a start date of July 1, 2019 or later.

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

: Yes

Project title: UK Recycling Resource Map

Project leader name: Sophie Beavin

Project leader email: scbe226@uky.edu

**Project leader additional contact information:**

Contact type	Contact info
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Phone	502-741-7632
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Total amount requested from the Council (round up to the nearest whole number): 397

UK affiliation: Student

Please fill out the following information about yourself and any other students 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.:

Name	Major(s)/department	Academic year based on projected graduation date	Previous involvement with the SSC
Joanna Ashford	UK Recycling	Faculty/Staff	Project leader of various past SSC grants

How did you hear about the SSC?: I've been involved with the SSC since my freshman year

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

Over consumption is an issue that plagues our culture and is of major environmental concern because of the amount of resources that this habit requires. However, many people are becoming increasingly aware of this issue and are actively looking for ways to reduce their overall waste and consumptive habits. To aid in this process, I am developing a map that will include all the reuse stores and donation centers in Lexington to serve as a tool for people looking to combat this issue. This map will aid in environmental stewardship by reducing the amount of natural resources needed to constantly produce new items as well as decrease the amount of items entering the landfill. Additionally, this tool will stimulate a circular economy by encouraging people to close the loop and find new life for their items. Finally, social inclusion is integrated into this project because donation centers and second hand stores provide affordable items and jobs to many individuals who are otherwise often left out of the conversation.

Please provide an in depth description of your project. You will likely want to copy and paste your response into the text box.:

As a sustainability intern for UK Recycling, I am required to complete an independent project that will address waste issues and stimulate a circular economy on campus. For this project, I am creating an interactive map that displays all second hand stores, repair centers, and donation drop off locations in Lexington. This map will be a very useful resource for any individual that has questions on how to reduce their consumptive habits by fixing what they have, donating their items rather than throwing them away, and shopping second hand. I am compiling the data and the UK IT department will create the map so that it is consistent with other UK online interactive maps. Because of this, their time will need to be compensated for the map to be completed.

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.:

For a relatively low budget project, this map will have ample student impact because it will be published online and advertised. Upon completion, the map will be widely available to all students as it will be available on UK Recycling's website and social media.

Additionally, any UK faculty/staff or community member will be able to access this resource, furthering its impact on the Lexington community as a whole.

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

Faculty/Staff

Graduate Students

Lexington Community

Undergraduate Students

What type of project is this?:

Education

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

Economics/Behavior

Recycling/Waste Management

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.: No

Have this, or any related project, been funded by the SSC in this or previous years?: No

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: Stipend/salary

Item name: Service and Web Development

Amount requested from the SSC: 397

Amount requested from outside the SSC: 0

Name of other funding source: Total cost: 397

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

Category: Stipend/salary

Item name: Data Compilation

Amount requested from outside the SSC: 150

Amount requested from the SSC: 0

Name of other funding source: UK Recycling

Total cost: 150

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?: UK Recycling will be in charge of managing and dispensing funds.

Does this project have any additional funding partners? If so please list them and briefly describe their contribution and involvement.: UK Recycling is compensating me for my time spent compiling the data at \$10/hour.

Estimated project completion date: 04/01/2019

Please provide a list of the major milestones of your project.: Compile data, send data to UK IT, complete map, publish online

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
1/21/19	Data complete	Data will be complete and sent to UK IT
1/30/19	SSC Grant	Funds received
02/20/2019	Check in with UK IT	Check map progress with UK IT
04/01/2019	Map completed	Published in time for Earth Day

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.:

02/20/2019

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.:

Item Name	Amount Requested from SSC	Amount Requested Outside SSC	Name of Other Funding Source	Total Cost
Service Development	\$189 (3 hours at Programming Rate)	0	n/a	189
Web Map Development	\$208 (4 hours at Geospatial Rate)	0	n/a	208
Data Compilation	0	150 (15 hours at \$10/hour)	UK Recycling	150
	397	150		547

Funding Application

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- 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.
- Please note: The SSC has almost allocated all of its funds for the 2018-2019 academic year. Once these funds are distributed, the SSC will continue to review and award funds to projects with a start date of July 1, 2019 or later.

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

: Yes

Project title: Sustainable Office Certification Program

Project leader name: Haily Hayslip

Project leader email: hcha235@uky.edu

Project leader additional contact information:

Contact type	Contact info
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Phone	937-631-8131
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Total amount requested from the Council (round up to the nearest whole number): 2,232

UK affiliation: Student

Please fill out the following information about yourself and any other students 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.:

Name	Major(s)/department	Academic year based on projected graduation date	Previous involvement with the SSC
Haily Hayslip	Biology	Junior	none

How did you hear about the SSC?: Joanna Ashford, my mentor for my internship, suggested I apply for an SSC grant for this project, but I was previously aware of the SSC.

Describe how your project relates to the three pillars of sustainability (environmental stewardship, economic equity, and social inclusion).: The project will encourage environmental stewardship by rewarding actions that are environmentally friendly (waste reduction, recycling, using alternative transit, etc.) This should increase consideration of the environment among faculty and staff in their routine. It also increases the number of people being engaged in sustainability issues on campus. There are over 14,000 faculty and staff on campus that are forgotten in many outreach efforts, and this program will help bring this large social group into the conversation on sustainability.

Please provide an in depth description of your project. You will likely want to copy and paste your response into the text box.:

This project is an outreach program, being developed as a part of my internship with UK Recycling, that will target faculty and staff in an effort to increase the sustainable actions being taken on campus. To engage these groups, a Green Office Certification will be offered, which asks departments to take certain actions toward reducing waste, conserving energy, making ethical purchases, etc. in exchange for being certified as a "Green Office." Many other universities have used programs like this to engage faculty and staff, and they have largely seen success. A tiered system of certifications (Bronze, Silver, Gold, Platinum) will be used to promote continued improvement by offices seeking to earn the highest recognition. As part of this program, we are also looking to test the impact of hanging waste baskets on reducing landfill waste in offices. The use of these containers will be an action listed in the Green Office Certification requirements. Hanging waste baskets are small landfill waste containers designed to hang on the side of deskside recycling bins and replace the 7-gallon deskside trash bins. These containers aim to increase recycling and decrease landfill waste by making it a more conscious effort to throw things away-- by requiring participants to empty the hanging waste basket into larger containers when full-- which ideally should encourage people to consider if what they are discarding is recyclable or reusable. These hanging waste baskets are the specific portion of the project that requires funding.

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.:

While the outreach program itself will focus on faculty and staff, the overall increased awareness and participation in sustainability initiatives at UK should be encouraging to many students who want to see change in the campus community. The program also should help advance the goals of the Sustainability Strategic Plan because it will incentivize energy efficiency, waste reduction, alternative transit, and local purchasing. This is a positive for any students working on sustainability related projects because it is a further layer past the Sustainability Strategic Plan that can be leveraged for change in departments across campus toward a more sustainable way of operating. Additionally, as a student looking to enter into a sustainability related career, being able to gain program development skills through the implementation of this project will enrich my experience interning with UK Recycling.

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

Faculty/Staff

UK Community as a Whole

What type of project is this?:

Education

Outreach

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

Campus Sustainability

Economics/Behavior

Recycling/Waste Management

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)

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.: No

Have this, or any related project, been funded by the SSC in this or previous years?: No

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: Hanging Waste Baskets- Black

Amount requested from the SSC: 2232

Amount requested from outside the SSC: 0

Name of other funding source: N/A

Total cost: 2232

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?: UK Recycling will be responsible for purchasing the hanging waste baskets.

Does this project have any additional funding partners? If so please list them and briefly describe their contribution and involvement.: UK Recycling will be managing the upkeep of the project (tracking participation, awarding certificates, handling the hanging waste baskets and the distribution to interested campus departments.) They will be funding the costs associated with this upkeep, such as paying for employee work surrounding the project.

Estimated project completion date: 03/01/2019

Please provide a list of the major milestones of your project.: This project began development last November. The launch of the certification program is planned for March, at which point departments will be able to request certifications. If this funding is granted, hanging waste baskets would be provided to offices at this point as well.

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
03/01/2019	Certification Launch	At this point, departments will be able to begin requesting certifications.

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.:

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.:



Busch Systems International Inc.
81 Rawson Ave
Barrie, ON, CANADA L4N 6E5

Phone: 800-565-9931 Fax: 705-722-8972
Website: www.buschsystems.com

Sales Quote

Page: 1

Sales Quote Number: **SQ18-004625**

Sales Quote Date: 1/16/2019	Expiry Date 2/15/2019	Terms NET 30 DAYS
Customer ID UNIKEN	Tax Exemption No. 61-6001218	Account Rep SHANNON TODD

Sell UNIVERSITY OF KENTUCKY
To: JUDY S DUNCAN
ACCOUNTS PAYABLE
PO BOX 77-0056
LEXINGTON, KY 40506-0005
United States
Phone: 859-257-8286 Fax: (859) 323-4941
Email: jsbear0@uky.edu

Ship UNIVERSITY OF KENTUCKY
To: JOANNA ASHFORD
UK SUPPLY CENTER
845 ANGLIANA AVE
LEXINGTON, KY 40508-3146
United States
Phone: 1-859-257-8788 Fax:
Email:

Item No.	Description	Quantity	Unit	Unit Price	Total Price
BC1500-23	HANGING WASTE BASKET - BLACK	500	Each	3.28	1,640.00
PLATE FEE	CUSTOM PLATE FEE STAMPED "LANDFILL ONLY" IN WHITE PRINT ON ONE SIDE STAMP 16923	1	Each	250.00	250.00
FREIGHT	SHIPPING + HANDLING	1	Each	341.70	341.70

Subtotal: 2,231.70

Shipping Details

Dock Level Door	Yes	Call Prior to Delivery	Yes	USD	Total:	2,231.70
Accepts 53 FT	Yes	Fork Lift Onsite	Yes			
Tailgate Service	No	Delivery Hours	From 9:00 AM to 3:00 PM			

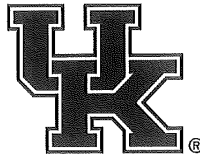
Terms & Conditions

By Placing your order, you accept Busch Systems International Inc. Terms & Conditions. Please review at <http://www.buschsystems.com/terms-and-conditions/>.

This office will follow up with you within 24 hours to ensure you received this quotation. Quotation must be signed below to be official.

Customer Approval: _____ Date: _____

The products we manufacture contain a minimum of 35% Recycled Content.



University of Kentucky
Campus Physical Plant
Facilities Services
100 Peterson Service Building
Lexington, KY 40506
P: 859-257-8491
F: 859-218-0999
www.uky.edu

January 18, 2018

Student Sustainability Council
Peterson Service Building
Lexington, KY 40506

Dear Student Sustainability Council,

I am writing this letter in support of Haily Hayslips' application to receive Student Sustainability Council Funds for her Sustainable Office Certification Program. UK Recycling oversees and coordinates all recycling on campus and works closely with UK Custodial teams, both of which play a major role in capturing waste generated within campus facilities and waste removal.

The proposed Sustainable Office Certification Program does a great deal to further the Sustainability Strategic Plan and help accomplish the University's goal of 50% Diversion Rate by 2022. UK Recycling has worked for many years to try and engage faculty and staff and we are thrilled to support this effort to increase recycling and decrease waste generation in office spaces on campus. We expect this proposal will significantly expand our education and outreach efforts and make it possible to reward departments working toward our campus sustainability goals. I am delighted to see a Haily, a UK Student, take the initiative to help educate our faculty and staff about sustainability practices that anyone can do.

This is a great project to help the University of Kentucky continue our leadership in sustainability; therefore, I support this proposal and hope to see it move forward.

Sincerely,

Joanna Ashford, Recycling Coordinator
Facilities Services

see blue.

An Equal Opportunity University

Funding Application

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

: Yes

Project title: Sustainability Challenge Grant Partnership - Year 6

Project leader name: Shane Tedder

Project leader email: shane.tedder@uky.edu

Project leader additional contact information:

Contact type	Contact info
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Phone	859-257-0014
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Total amount requested from the Council (round up to the nearest whole number): 33333

UK affiliation: Faculty/Staff

Please fill out the following information about yourself and any other participants 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.:

Name	Department/major	Title of position/year in school	Previous involvement with the SSC
Krista Jacobsen	Horticulture/Sustainable Ag/PSAC	Faculty/Co-Chair	As co-chair of the PSAC and former director of the TFISE, Krista has been involved with the SSC through the Sustainability Challenge Grants starting in 2018.
Shane Tedder	Sustainability	Sustainability Coordinator	Office of Sustainability has been involved with many successful SSC collaborations including the first five years of the SCG program

Bob Jewell	CAER/PSAC	Staff/CoChair	As Co-chair of PSAC, Bob has been involved with the SSC through the Sustainability Challenge Grants starting in 2018.
Courtney McCarthy	CAER/PSAC	Staff/former co-chair	Courtney served as co-chair of the PSAC for seven years and helped to develop the SCG Program
Kelly Pennell	Civil Engineering/TFISE	Faculty/Interim Director	As Interim director of the TFISE, Kelly has been involved with the SSC through the SCG program since 2018.

How did you hear about the SSC?: Student leaders introduced me to the concept when I was a graduate student at UK in 2004.

Describe how your project relates to the three pillars of sustainability (environmental stewardship, economic equity, and social inclusion).: The purpose of the program is to engage multidisciplinary teams from the University community in the creation and implementation of ideas that will promote sustainability by simultaneously advancing economic vitality, ecological integrity and social equity. Each project addresses this charge in different ways. More information about the 33 projects selected for funding in the first five years of the partnership is available here: <http://www.uky.edu/sustainability/sustainability-challenge-grants>

Please provide an in depth description of your project. You will likely want to copy and paste your response into the text box.:

The purpose of the program is to engage multidisciplinary teams from the University community in the creation and implementation of ideas that will promote sustainability by simultaneously advancing economic vitality, ecological integrity and social equity. We feel that the program has been very successful in this effort for the past five years and would like to continue to engage the campus community through this effort. The first five years of this program resulted in 33 unique projects that are all having triple bottom-line impacts on the campus. More information about these projects is available here:

<http://www.uky.edu/sustainability/sustainability-challenge-grants>. To be eligible, projects are required to demonstrate that they: • Involve a multidisciplinary team • Simultaneously advance economic vitality, ecological integrity, and social equity now and into the future Projects are also strongly encouraged to: • Engage students via internships, research assistantships, course credit, etc. • Use the UK campus as a living laboratory, including letters of support from appropriate campus operations units as needed. • Have significant deliverables within 12 months of award

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.: Through the project application, teams are encouraged to engage students with their projects. Each project funded to date has had a high degree student participation though the nature of that participation is not prescribed and varies from project to project. Students are gaining valuable experience in project coordination, curriculum development, community outreach, public speaking, report preparation and research. Each project funded to date has had a high degree student participation though the nature of that participation is not prescribed and varies from project to project. Students are gaining valuable experience in project coordination, curriculum development, community outreach, public speaking, report preparation and research.

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

Faculty/Staff

Graduate Students

Lexington Community

Undergraduate Students

UK Community as a Whole

What type of project is this?:

Award

Please select up to three disciplinary categories that best describe your project.: This project solicits ideas from interdisciplinary teams and areas of focus vary widely.

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)
Sustainability Challenge Grant Partnership	2014-2018	158332

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: Other

Item name: Sustainability Challenge Grant Funds

Amount requested from the SSC: 33333

Amount requested from outside the SSC: 166667

Name of other funding source: Three: EVPFA, VPR, and Provost

Total cost: 200000

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): 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?: A call for proposals will be distributed in August 2019.

Proposals will be due in mid October. All proposals receive technical reviews from 3-5 community members with relevant experience. The SCG Steering Committee (Office of Sustainability, PSAC, TFISE, and SSC Rep) then meet to select projects that will receive funding. Funded projects announced in December of 2019. Funding will be dispersed quarterly to funded teams throughout 2020. The account used for the project is housed with the VPR.

Does this project have any additional funding partners? If so please list them and briefly describe their contribution and involvement.: The SCG Partnership has been co-funded by the Executive Vice President for Finance and Administration (\$100K/yr), the Provost (\$33,333/yr), the Vice President for Research (\$33,333/yr), and the Student Sustainability Council (\$33,333/yr) since 2014. This proposal is the first request for funding for the 2020 partnership. If the SSC approves the funding but other partners decline, the SCG steering committee may elect to cancel the program.

Estimated project completion date: 01/31/2021

Please provide a list of the major milestones of your project.: See below...

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
05/01/2019	Secure funding	Obtain funding commitments from all partners

08/01/2019	Call for proposals	Promote the program to campus through a variety of channels
10/16/2019	Technical Review process	Send all proposals out for technical review by community members with relevant experience
12/02/2019	Final Selection	Steering committee uses technical reviews and campus priorities to select funded projects
12/05/2019	Public Announcement	Funded projects announced at 2019 Sustainability Forum
01/15/2020	First funding distribution	Funds for the first three months released
04/16/2019	First quarter progress report due	Progress from first three months and funding request for next three months
07/15/2020	Second quarter progress report due	see above
10/14/2020	Third quarter progress report due	see above
01/31/2021	Final reports due	Full report of accomplishments and impacts

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.:

06/01/2020

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.:

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.
- Please note: The SSC has almost allocated all of its funds for the 2018-2019 academic year. Once these funds are distributed, the SSC will continue to review and award funds to projects with a start date of July 1, 2019 or later.

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

: Yes

Project title: Sustainability of Wildlife Rehabilitation in Ecuador

Project leader name: Margaret Rumbaugh

Project leader email: maggie.rumbaugh@uky.edu

Project leader additional contact information:

Contact type	Contact info
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Phone	3048819202
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Total amount requested from the Council (round up to the nearest whole number): 4990

UK affiliation: Student

Please fill out the following information about yourself and any other students 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.:

Name	Major(s)/department	Academic year based on projected graduation date	Previous involvement with the SSC
Margaret Rumbaugh	Equine Science and Management	Sophomore	none

How did you hear about the SSC?: I found out about the Student Sustainability Council while researching grants that I could apply for, for my trip to Ecuador. After reading that the grants were giving based on sustainability efforts, I knew that it was a perfect match for my trip.

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

Volunteering in Ecuador at AmaZOOnico will directly impact the environment in Tena. Not only will we be rehabilitating animals and releasing them back into the wild, but we will also be working with the community and doing research involving the wildlife in the area. By rehabbing the trafficked animals and doing research, we will learn how to better take care of the animals in the environment and be able to create a better ecosystem in the rainforest. AmaZOOnico works directly with sustainability of the rainforest and its protection, so while there I will be able to learn about protecting nature's habitat in the most fragile state while working and living in the rainforest for two weeks. Tena, Ecuador is a very poor area in South America, so by rehabilitating and providing necessary veterinary care to the animals in the facility, the rescue can focus more of their efforts at helping the animals than hiring another individual to help. The economy in Tena relies heavily on tourism of the rainforest. By rehabbing and releasing trafficked wildlife, we will be returning animals back into the rainforest for tourists to witness. Because of AmaZOOnico, the animals are able to be taken care of and released after being rescued instead of facing other fate. While in Ecuador, we will be working directly with the community while doing free spay/neuter clinics. We will be able to interact with a different culture and learn how to interact and work with people even though a language barrier might be present. We will get to learn about the different culture and educate the community about the importance of getting pets vaccinated and fixed. We will also get to learn techniques of different veterinarians across the world as well as how to treat wildlife versus domesticated animals. All of this education, research, and experience will directly benefit UK students as a whole. After going through the program, I will be presenting the project to the UK Pre-Vet club to inform students

Please provide an in depth description of your project. You will likely want to copy and paste your response into the text box.:

The two-week Amazon Veterinary Service Program is based at AmaZOOnico, a wildlife rescue center located in the Ecuadorian Amazon rainforest that rehabilitates, reintroduces, and cares for animals who are victims of wildlife trafficking. In addition to learning about the animals of the Amazon and their conservation and care, you'll also help to put on a free medical clinic for dogs and cats of the local community and get a chance to explore some of the most popular sites of Quito and Tena on this Ecuador adventure. The program course, "Conservation of Amazon Wildlife", is a 3-credit course that includes observing and learning about the animals at AmaZOOnico and learning from your veterinary (DVM) trip leader in the classroom and in the rescue center. Students will be able to gain volunteer hours for not only veterinary school, but also as community service hours. During this trip, students will get to live in the Amazon in Ecuador and care for exotic animals such as coatis, toucans, and other Amazonian animals. Students will get to participate in research of monkeys and other animals in the rescue center as well as perform vet labs, exams, and necropsies. Students will get to experience a different culture and will be able to practice a different area of veterinary medicine in addition to providing free pet care to the surrounding community. Students will get to observe and participate in sustainability efforts in Ecuador and work with the corresponding community to create a sustainable environment and community. Finally, students will get to experience a different culture and participate in research while working in the Amazon rainforest while working with students and veterinarians around the world.

Who will this project primarily impact?:

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

Lexington Community

Undergraduate Students

UK Community as a Whole

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 rescue at AmaZOOnico in Tena, Ecuador directly impacts the community and the animals in the Amazon rainforest. Not only will we be providing veterinary care that is needed for the trafficked victims, but also will be able to provide needed surgeries for pets in the community free of charge. By learning about wildlife and the techniques needed to save them, the students at UK will benefit. Not only will I be able to share techniques used while in Ecuador, but will get to share testimonies and the education that was learned while there. I will get to share presentations of the sustainability efforts not only to UK students, but also to high school students in the surrounding areas. I will get to encourage UK students to participate in the Loop Abroad program and partake in the sustainability efforts socially, economically, and environmentally through AmaZOOnico.

What type of project is this?:

Education

Research

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

Agriculture/Food Systems

SSC - External

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.: No**Have this, or any related project, been funded by the SSC in this or previous years?: No**

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: Travel**Item name:** Flight**Amount requested from the SSC:** 750**Amount requested from outside the SSC:** 0**Name of other funding source:** Total cost: 750**Would you be willing to accept reductions in your line items? (Leave blank if the answer is no):** Yes

Category: Registration

Item name: Tuition

Amount requested from outside the SSC: 0

Amount requested from the SSC: 3850

Name of other funding source: Total cost: 3850

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

Category: Registration

Item name: Application Fee

Amount requested from the SSC: 50

Amount requested from outside the SSC: 0

Name of other funding source: Total cost: 50

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

Category: Travel

Item name: Passport

Amount requested from outside the SSC: 0

Amount requested from the SSC: 140

Name of other funding source: Total cost: 140

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

Category: Supplies

Item name: Clothing Requirements

Amount requested from the SSC: 100

Amount requested from outside the SSC: 0

Name of other funding source: Total cost: 100

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

Category: Supplies

Item name: Vaccinations

Amount requested from outside the SSC: 1000

Amount requested from the SSC: 0

Name of other funding source: Prim Law, T-shirt fundraiser, Spaghetti Fundraiser, A&L Meeks, Calvin Broyles, Rick's Place

Total cost: 1000

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

Category: Other

Item name: Medical Insurance

Amount requested from the SSC: 100

Amount requested from outside the SSC: 0

Name of other funding source: Total cost: 100

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

Category: Food

Item name: Food

Amount requested from outside the SSC: 200

Amount requested from the SSC: 0

Name of other funding source: At Your Bark and Call Dog Grooming

Total cost: 200

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?: Once tuition is paid, Loop Abroad will pay for all funds and items covered through my tuition. I must however pay my tuition through a student portal provided by the company. Vaccinations, passport, insurance, and clothing must be paid for through me, so businesses have provided business sponsorships in my name to cover those fees.

Does this project have any additional funding partners? If so please list them and briefly describe their contribution and involvement.: All funding must come from students, grants, or their own fundraising. The funding must be completed by the students, so all funding responsibilities and applications for grants are the students responsibility.

Estimated project completion date: 07/28/2019

Please provide a list of the major milestones of your project.: rehabilitation of wildlife, releasing of wildlife back to the rainforest, free community spay/ neuter surgeries, research, rainforest sustainability efforts, UK student presentations

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
07/14/2019	Loop Abroad Veterinary Experience Trip in Ecuador	During the trip to Ecuador, students will get to participate and learn how to rehabilitate and release wildlife back to their natural environments. Students will be able to participate in research and further their education in veterinary care and sustainability efforts, as well as experience different cultures. Students will get to work with volunteers from all over the world and work with veterinarians from all over as well.

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.:

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.:



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Brian Alan Prim
Carl E. Hostler
Joshua D. Pearson

Donna R. Lusher
Firm Administrator

January 4, 2019

University of Kentucky Student Sustainability Council
Lexington, KY 40506

RE: Grant Application of Maggie Rumbaugh

To Whom It May Concern:

I am honored to provide this letter of support for the grant application of Maggie Rumbaugh to the UK Student Sustainability Council. I understand that Maggie is taking an education trip into the amazon rain forest to provide veterinary services to wild animals rescued from illegal abduction. As I learned more about the project taking place in Ecuador, I learned that it involves much more than just animals. This is a fight to protect the sustainability of the environment from elimination.

Maggie would not only be representing the outreach efforts of the University of Kentucky, would be learning sustainability efforts in the world's most fragile environment. The knowledge and ideas that she learns will be brought back and shared with your council and the campus as a whole.

Personally, I will be supporting Maggie on this journey. Not just for the incredible learning experience, but because she is an amazing mind with such energy for knowledge. Maggie is hardworking and responsible and will, no doubt, be successful in her life's goals. Listening to her discuss this opportunity you cannot help but feel her passion. My business will be supporting her financially and I strongly encourage your council to consider playing a role in this chance to learn the true meaning of sustainability in our world.

Feel free to contact me if you could like to discuss this in more detail. Thank you for the opportunity to allow me to show support for Maggie Rumbaugh.

Sincerely,

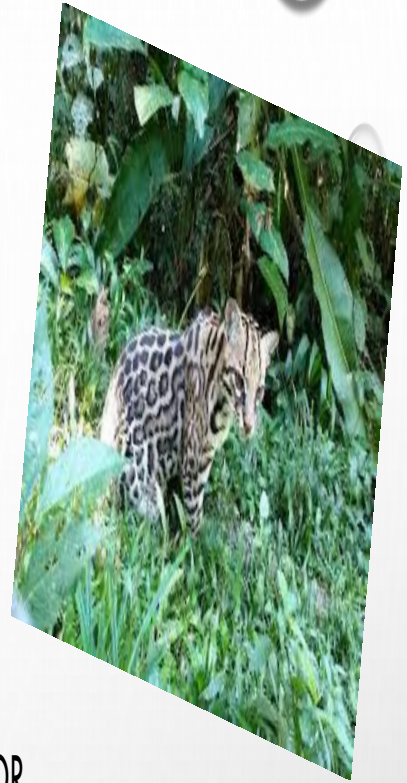
Brian Alan Prim



VOLUNTEERING IN ECUADOR

MAGGIE RUMBAUGH

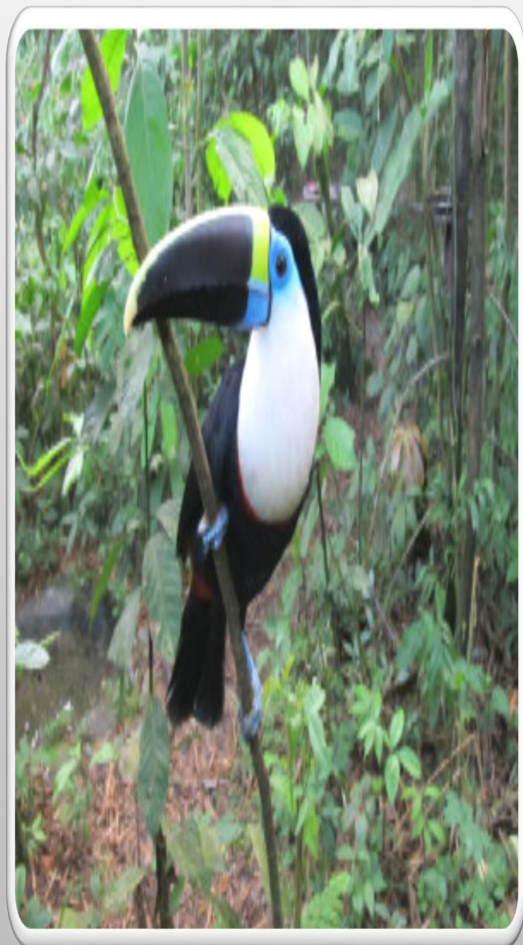
LOOP ABROAD



- VOLUNTEERING FOR TWO WEEKS IN ECUADOR
- 8-10 STUDENTS WITH VETERINARIANS FROM THE US AND ECUADOR
- REHABILITATING TRAFFICKED ANIMALS IN AMAZONICO ANIMAL RESCUE IN TENA, ECUADOR
- FREE SPAY/ NEUTER CLINICS FOR PETS IN THE COMMUNITY
- PROVIDING VETERINARY CARE FOR TRAFFICKED ANIMALS AND WILDLIFE
- REINTRODUCING WILDLIFE INTO NATURAL HABITATS

AMAZOONICO

- WILDLIFE RESCUE AND REHABILITATION CENTER
- REHABILITATE, REINTRODUCE, AND RELEASE TRAFFICKED WILDLIFE BACK TO THEIR NATURAL HABITATS
- EDUCATE VISITORS AND COMMUNITIES IN THE AREA ABOUT ANIMALS, CARE, AND SUSTAINABILITY





VETERINARY EXPERIENCE

- CARE FOR EXOTIC ANIMALS NATIVE TO ECUADOR
- PERFORM RESEARCH AND WORK WITH MONKEYS
- PERFORM VETERINARY LABS, COPROLOGICAL EXAMS, NECROPSIES
- PROVIDE FREE PET CARE FOR THE COMMUNITY
- LEARN DIFFERENT VETERINARY TECHNIQUES AND SPANISH VETERINARY MEDICAL TERMS USED IN ECUADOR
- ATTEND CLASSES IN SUSTAINABILITY AND WILDLIFE CARE

SUSTAINABILITY IN AMAZONICO

- WORK WITH SURROUNDING COMMUNITIES TO PROMOTE SUSTAINABLE AND PRACTICAL USE OF RESOURCES
- WORK WITH PROJECT, SELVA VIVA, TO PROTECT FORESTS AND SCHOOL IN AREA
- PROMOTES ECOTOURISM FOR SUSTAINABILITY IN ECONOMY AND ENVIRONMENT
- REHAB AND RELEASE OF ANIMALS PROMOTES TOURISM AND DECREASES TRAFFICKING IN ECUADOR



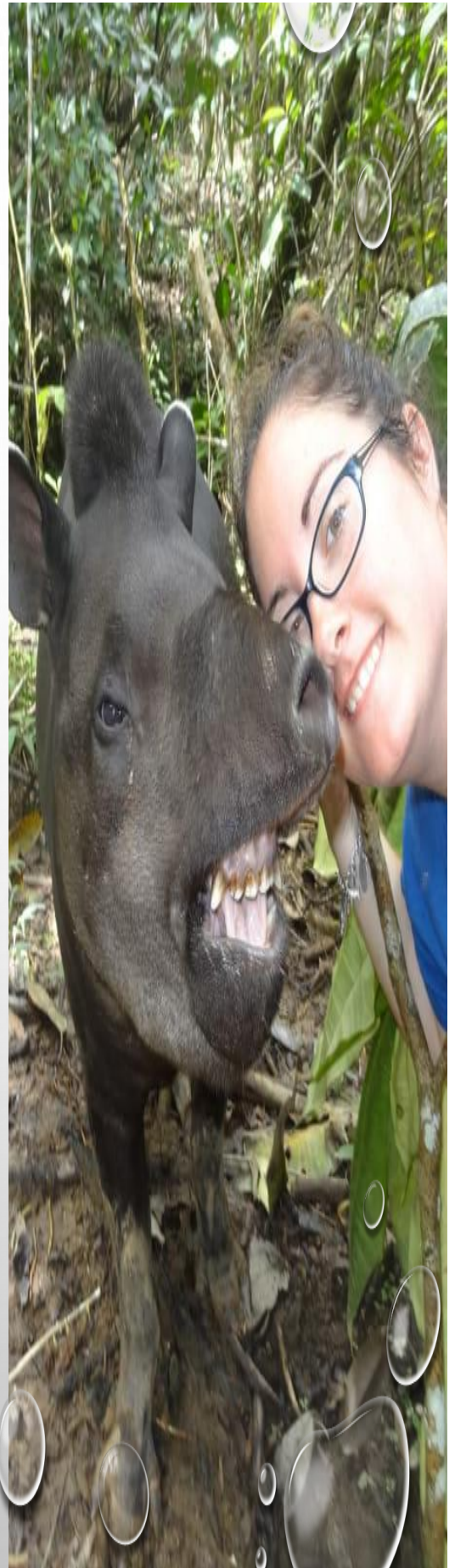


BRINGING IT BACK TO UK

- DISCOVERED PROGRAM FROM A UK STUDENT
- PRESENTATIONS TO UK-PREVET CLUB
- BRING BACK TECHNIQUES TO VETERINARY OFFICES IN LEXINGTON AND OTHER AREAS
- HOST TALKS FOR STUDENTS TO GET INVOLVED WITH THE PROGRAM AND WORKING WITH THE SUSTAINABILITY AT AMAZOONICO IN ECUADOR

TUITION AND FEES

- TUITION~ \$3850
- APPLICATION FEE~ \$50
- FLIGHT~ \$750
- PASSPORT~ \$140
- CLOTHING REQUIREMENTS~ \$100
- INTERNATIONAL MEDICAL INSURANCE~ \$100
- VACCINATIONS~ \$1000





FUNDRAISING AND SPONSORSHIPS

- FUNDRAISING

1. T-SHIRTS ~ NOVEMBER ~ \$300 MADE
2. SPAGHETTI DINNER ~ MARCH 10TH

- BUSINESS SPONSORSHIPS

1. CALVIN BROYLES ~ \$100
2. A&L MEEKS RENTALS ~ \$100
3. RICK'S PLACE ~ \$50
4. PRIM LAW
5. AT YOUR BARK AND CALL DOG GROOMING



Amazon Veterinary Service Program
Loop Abroad and Iowa Wesleyan University
Tena, Ecuador
Summer 2019

APPLICATION FEE	\$50
TUITION	\$3350
Cultural excursions and activities	
Guides and entrance fees	
Lab fees and materials	
Books	
In-country transport	
Administrative expenses and fees	
On-site staff	
HOUSING AND MEALS	\$500
Includes all meals during courses	
TOTAL PROGRAM FEE	\$3900

"Housing and Meals" and "Tuition" are billed together as an all-inclusive program tuition.

Additional student expenses include international airfare, passport, medical insurance, SIM card and international phone plan (optional), vaccines (optional; none required), and personal expenses such as souvenirs or any required in-country medical care.

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.
- Please note: The SSC has almost allocated all of its funds for the 2018-2019 academic year. Once these funds are distributed, the SSC will continue to review and award funds to projects with a start date of July 1, 2019 or later.

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

: Yes

Project title: Farm-to-Fork: Free Locally Sourced Lunch for Wildcats

Project leader name: Kendra Oo, RDN

Project leader email: kendracan@uky.edu

Project leader additional contact information:

Contact type	Contact info
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Phone	859-539-9227
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Total amount requested from the Council (round up to the nearest whole number): 7400

UK affiliation: Student

Please fill out the following information about yourself and any other students 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.:

Name	Major(s)/department	Academic year based on projected graduation date	Previous involvement with the SSC
Kendra Oo, RDN	MS in Nutrition and Food Systems/DHN	Graduate Student	Funding requests
Amanda Hege, MPH, RD, LD	DHN	Faculty/Staff	Funding requests
Tammy Stephenson,	DHN	Faculty/Staff	Funding



PhD requests

Michael Pennell, PhD	WRD	Faculty/Staff	N/A
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Cora Kerber	DHN	Faculty/Staff	Funding requests
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Liana Dixon	Public Health	Senior	N/A
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Cana Rhode	Dietetics/DHN	Senior	N/A
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Desiree Gipson	MS in Nutrition and Food Systems/DHN	Graduate Student	N/A
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Seth Biedenbender	Ag Biotech	Senior	Funding requests
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How did you hear about the SSC?: Previous Funding requests through the Campus Kitchen at the University of Kentucky (CKUK)

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

Environmental Stewardship: Farm-to-Fork's procurement of food is environmentally sustainable in multiple facets through the partnership with Campus Kitchen at the University of Kentucky (CKUK) to utilize recovered food, which makes up the bulk of our weekly meals. By using food that would normally end up in the landfill, greenhouse gas emissions will be reduced. Any food we are unable to recover, is purchased locally if possible, to support our local farmers and promote a cooperative agro-food economy. **Economic Equity:** In utilizing recovered food for our meals, Farm-to-Fork has the opportunity to become an economically sustainable program by utilizing donations and grant funding to decrease the economic burden of purchasing food. In Fall 2018, the average cost per meal was less than \$0.70. **Social Inclusion:** Everyone deserves healthy, nutritionally-balanced meals. At a university where 43% of students have reported suffering from food insecurity, one of the primary goals of Farm-to-Fork is to address this alarming prevalence of college food insecurity by building a community, centered around local foods, sustainability, and healthy eating. Regardless of socioeconomic status and background, all students are welcome to come to Funkhouser Building Room 207 and share a meal together. By removing such dividing factors, Farm-to-Fork aims to reduce the stigma associated with food security and raise awareness on the four levels of food security defined by the United States Department of Agriculture (USDA) by providing the means for students who might not normally interact together, to share in fellowship and food. With this approach, students who experience marginal, low and very low food security will be able to recognize and accept their state of food insecurity, understand that such experiences are common with the current food system and economy, and seek help to utilize resources and local support to improve their food security status.

Please provide an in depth description of your project. You will likely want to copy and paste your response into the text box.:

Background: Food insecurity, defined as the limited or uncertain access of 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. College students are particularly vulnerable to food insecurity as many lack the skills needed to simultaneously manage food, school work, expenses, and social life. Research suggests a need for more nutrition education for college students as more than half of students in one large study did not receive nutrition-related information and desired such information from the university. Out of the 1,854 students surveyed at UK, 43% reported suffering from food insecurity. The majority of focus group student participants (n=33) shared challenges related to affording healthy foods, specifically fresh fruits and vegetables, on campus. Therefore, researchers found a need to address food insecurity on campus through student engagement that focuses on improving knowledge and skills to manage life, work, and school balance as well as the social cohesion between food secure students. **Program Design:** "Farm-to-Fork: Free Locally Sourced Lunch for Wildcats" focuses on utilizing this multidimensional, interdisciplinary approach to address campus food security. According to the evidence-based approach of the Healthy Campus 2020 Action Model, it is important to implement health-related interventions at multiple levels of the socio-ecological model including policy, system, and environment (PSE) changes on college campuses. Therefore, Farm-to-Fork addresses college food insecurity, a multidimensional issue that cannot be solved by a single indicator, by

incorporating the individual level environment and the community level environment within the socio-ecological model for PSE changes to ensure long-term success of the intervention. Farm-to-Fork addresses the community level environment change by emphasizing on community partnership and social cohesion through partnering with various departments and organizations at UK and community organizations in Kentucky as well as continuing community outreach activities. This environment change addresses a physical, economic, and social environment change by providing free, freshly-made healthy lunches to students and promoting community engagement across the university and other community members in Kentucky to avoid negative consequences of food insecurity on health and student success. To address the individual level environment change, Farm-to-Fork targets physical, social, and economic environment changes by recruiting and training coordinators to provide meals, educational resources, and social support to UK students. Farm-to-Fork also increase students' access to fruits and vegetables on campus as well as improve awareness and understanding of healthy eating and food insecurity through social aspects of the program such as eating a meal together and discussing different nutrition-related topics. This social aspect of the program helps shape one's attitudes, ensuring healthy food choices become part of the culture of the organization and the community while economic environment change encourages a desired health-related behavior such as healthy eating and lifestyle practices using incentives such as free food. At Farm-to-Fork, one of the undergraduate fellows serves as the meal coordinator by planning a well-balanced menu using recovered foods available and leading meal preparation shifts with student volunteers while another undergraduate fellow serves as the education coordinator by providing assistance in menu-planning, leading the educational and meal-serving aspects of the program, and publishing weekly blog posts with recipes and handouts for the target audience. The graduate student fellow who is also a registered dietitian serves as the program manager by overseeing the program and research, mentoring undergraduate student fellows, providing nutrition expertise, and fostering relationships. The AmeriCorps VISTA provides assistance to the graduate and undergraduate fellows in terms of food procurement, meal preparation, program planning, and day-to-day operations while recruiting, training, and managing student volunteers. Both the graduate fellow and AmeriCorps VISTA ensure an appropriate documentation of the program logistics and details every week. As a whole, Farm-to-Fork integrates social, educational, sustainable, and local components into a weekly, fresh, well-balanced meal, with the ultimate goal of increasing food insecurity through the following ways: 1. Providing students with free, fresh, and nutritious meals: Every Wednesday from 11am-1pm, Funkhouser 207 fills with over 120 students, transforming the space into a community, centered around food and fellowship. Whether due to lack of time, money, or knowledge on how to eat healthy, Farm-to-Fork provides students with a consistent healthy meal each week. Student volunteers freshly prepare meals each Wednesday morning under the guidance and direction of student fellows and AmeriCorps VISTA. All meals are structured to be well balanced and fully nutritious, incorporating whole grains, protein, vegetables, and a dessert or fruit with every meal. 2. Equipping students with the education and knowledge to increase food security: While it is important to provide those struggling with food insecurity the "quick fix" of food, the lasting impact occurs through empowerment and education. Farm-to-Fork aims to empower students by connecting them with peers and providing resources to aid in increasing their food security. Every week during Fall 2018, students were provided with an educational handout on a topic related to food access, healthy eating, or local food systems. In the

Spring of 2019, the educational component of Farm-to-Fork will be expanded and will include “Ask the Experts” sessions throughout the semester. Once a month, professionals with expertise in food systems, finances, and health will be invited to share a meal with students and engage in conversation, as well as answer questions related to their field of expertise. In addition, on every second Wednesday of the month, Farm-to-Fork will partner with the WellKY Student Ambassadors to lead discussion on a topic related to nutrition and health. This new educational model will empower student community by allowing for increased cross-disciplinary discussion between students, and building valuable relationships with their peers.

3. Building a community structured around sustainable, local food systems: The majority of ingredients for Farm-to-Fork are sourced from the Campus Kitchen at the University of Kentucky’s (CKUK) gleaning program. This allows for Farm-to-Fork to operate at minimal costs. Food that is unable to be gleaned is locally sourced when possible. During the growing season, food is purchased from the local farmers market, and, as a result, Farm-to-Fork meals are often seasonally-based, allowing for education on seasonal produce in the Bluegrass region. Furthermore, each week, a Plate It Up Kentucky Proud recipe is incorporated in meals. These seasonally-based recipes are simple and healthy recipes that students can then take home and prepare on their own.

Monitoring and Evaluation: Implementing an evaluation is an essential part of intervention. The Farm-to-Fork Program evaluation plan includes formative evaluation that serves as market research, continued on-going process evaluation starting from program development stage, and outcome evaluation. In order to evaluate the program and disseminate the findings from the program, Farm-to-Fork received approval from the UK Institutional Review Board (IRB) to conduct survey research from Fall 2018 to Spring 2019.

1. Formative evaluation is reflected in the use of questions about establishing new food initiatives that target food insecure students as part of the college food insecurity qualitative study using focus groups. In addition to showing the alarming food insecurity prevalence at UK, this data is used as part of the grant application, program development, and forming partnerships with other organizations.

2. Process evaluation monitors the ongoing process of evaluation from the start of the Farm-to-Fork program in September 2018. Each week, detailed information from meeting notes, de-briefing notes, field notes, program logistics including budget and expenses, Qualtrics electronic surveys, program participants’ demographics, and volunteer hours are recorded and assessed. Findings from this evaluation process are then used in team meetings with partners, UK faculty, and staff to discuss the program effectiveness and efficiency as well as to identify any changes that need to be made in terms of program logistics and survey recruitment. Pertinent aggregate data can be found in the supporting document attached.

3. Outcome evaluation is also an ongoing process, using the weekly-updated Qualtrics electronic surveys, field notes, recording students’ verbal feedback, and students’ feedback via recommendation box and email. The Farm-to-Fork team periodically reviews and analyzes the outcome evaluation data. Results from this evaluation plan will be used to determine the effectiveness of the program and feasibility of the model in a land-grant public university. Pertinent results from the electronic surveys are attached in the supporting document. For more information on the recipes and educational handouts used in Farm-to-Fork, please refer to the Farm-to-Fork blog (<https://ukfarm2fork.wixsite.com/blog>). For more information about the community outreach and student fellows’ job descriptions, please refer to the supplemental documents below.

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.:

Since September 2018, Farm-to-Fork has been the largest program to address student food insecurity at the University of Kentucky. During the fall of 2018, over 1,400 meals were served to 575 students. 65% of students participating in survey research of Farm-to-Fork program experience food insecurity while a majority of those students reported a decrease in level of stress related to food access as well as an increased sense of belonging, motivation to purchase local foods, and access to healthful foods. In addition to serving students meals, 70 student volunteers, dedicated nearly 400 hours of their time to help cook and serve meals to their peers in Fall 2018. Through the partnership with Campus Kitchen at the University of Kentucky (CKUK), Big Blue Pantry, and SSTOP Hunger, Farm-to-Fork is able to sustainably source meals, recruit volunteers, and reach students in need. In Spring 2019, Farm-to-Fork aims to increase partnerships with student organizations and student involvement by having an “adopt-a-volunteer-shift” option. Farm-to-Fork is a fully student-run operation as the program manager who is also a graduate student fellow and two undergraduate student fellows (meal coordinator and education coordinator) lead various operational aspects of the program such as planning a well-balanced menu, leading student volunteers, building relationships with fellow students at Farm-to-Fork, and troubleshooting problems. Through the leadership with Farm-to-Fork, the student fellows gain hands-on experiences that will promote their professional growth and improve technical, problem-solving, and critical thinking skills. Fellows are provided with various opportunities to gain experiences in the research process including submitting a journal article. To broaden the scope of student impacts, Farm-to-Fork plans to present the development, implementation, evaluation, and research findings of the program to a broader community of students in various national conferences.

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

Graduate Students

Undergraduate Students

UK Community as a Whole

What type of project is this?:

Education

Research

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

Agriculture/Food Systems

Campus Sustainability

Economics/Behavior

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

Oral or poster presentation of Farm-to-Fork at various national conferences.

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.: No

Have this, or any related project, been funded by the SSC in this or previous years?: No

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: Evaluation incentives/Gift Cards

Amount requested from the SSC: 250

Amount requested from outside the SSC: 600

Name of other funding source: Student Opportunity Grant

Total cost: 850

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

Category: Supplies

Item name: Eco-friendly to-go boxes

Amount requested from outside the SSC: 200

Amount requested from the SSC: 250

Name of other funding source: Student Opportunity Grant

Total cost: 450

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

Category: Supplies

Item name: Compostable utensils

Amount requested from the SSC: 250

Amount requested from outside the SSC: 200

Name of other funding source: Student Opportunity Grant

Total cost: 450

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

Category: Supplies

Item name: Additional Kitchen Supplies

Amount requested from outside the SSC: 300

Amount requested from the SSC: 200

Name of other funding source: DHN and Student Government Association (SGA)

Total cost: 500

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

Category: Promotional materials

Item name: Printing flyers, handouts, and laptop stickers

Amount requested from the SSC: 300

Amount requested from outside the SSC: 100

Name of other funding source: DHN

Total cost: 400

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

Category: Promotional materials

Item name: Social Media "Boost"

Amount requested from outside the SSC: 50

Amount requested from the SSC: 150

Name of other funding source: DHN

Total cost: 200

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

Category: Food

Item name: Locally Sourced Food (whenever possible)

Amount requested from the SSC: 2000

Amount requested from outside the SSC: 2750

Name of other funding source: Student Opportunity Grant and recovered food estimated value

Total cost: 4750

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

Category: Stipend/salary

Item name: Undergraduate Student Fellowships

Amount requested from outside the SSC: 2000

Amount requested from the SSC: 1000

Name of other funding source: Student Opportunity Grant

Total cost: 3000

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

Category: Stipend/salary

Item name: Graduate Student Fellowship

Amount requested from the SSC: 1500

Amount requested from outside the SSC: 500

Name of other funding source: Student Opportunity Grant

Total cost: 2000

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

Category: Stipend/salary

Item name: AmeriCorps VISTA

Amount requested from outside the SSC: 750

Amount requested from the SSC: 500

Name of other funding source: Student Opportunity Grant

Total cost: 1250

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

Category: Travel

Item name: Universities Fighting World Hunger Summit 2019 – accepted for oral presentation

Amount requested from the SSC: 500

Amount requested from outside the SSC: 1000

Name of other funding source: DHN

Total cost: 1500

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

Category: Travel

Item name: Society for Nutrition Education and Behavior (SNEB 2019) – submitted for oral or poster presentation

Amount requested from outside the SSC: 1000

Amount requested from the SSC: 500

Name of other funding source: DHN

Total cost: 1500

Would you be willing to accept reductions in your line items? (Leave blank if the answer is no): 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?: Amanda Hege, Director of Community Outreach Department of Dietetics and Human Nutrition amanda.hege@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 Farm-to-Fork through faculty support, advising, and assistance, and offers generous in-kind support by permitting Farm-to-Fork to utilize the kitchen space in Funkhouser. 2. Through a \$5,000 student opportunity grant, The Food Connection has supported the start up of Farm-to-Fork. 3. UK Dining provides Farm-to-Fork with in kind donations in the form of unused food. Farm-to-Fork utilized over 300 lbs of food from UK dining, with an estimated value of nearly \$560 in fall 2018. 4. Through partnership with Glean KY, Farm-to-Fork utilized nearly 450 lbs of fresh local produce recovered, with an estimated value of over \$750. 5. Through Panera Bread's Day-End Dough-Nation program, we utilized over 300 lbs of recovered bagels, bread, and pastries at Farm-to-Fork each week since last October with an estimated value of nearly \$560, allowing participants to take some home to supplement an extra meal.

Estimated project completion date: 12/04/2019

Please provide a list of the major milestones of your project.: Farm-to-Fork on UKNow and on the radio, Presenting at Universities Fighting World Hunger Summit 2019 and Society for Nutrition Education and Behavior Annual Conference 2019

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
1/10/2019	Farm-to-Fork on UKNow	Farm-to-Fork video with the team, and the in-depth interview with the program manager was released and the video reached close to 500 views.
1/15/2019	Farm-to-Fork on the radio	Farm-to-Fork audio was broadcasted as part of the halftime report during the UK VS UGA men's basketball game
1/23/2019	Start Day Spring 2019	Start of Spring Farm-to-Fork lunches.
1/23/2019	WellKY Ambassador Education #1	Students wellness ambassadors from WellKY to join Farm-to-Fork for a monthly educational outreach component related to food and health.
2/6/2019	Ask the Expert: Dietitian	This month's expert guest will be a registered dietitian. Students will be able to share lunch and discuss, in a casual setting, topics of nutrition, health and wellness, and healthy eating choices.
2/13/2019	WellKY Ambassador Education #2	Students wellness ambassadors from WellKY to join Farm-to-Fork for a monthly educational outreach with a focus on meditation and mindfulness.
2/22/2019	Student Coordinator Reflection #1 Due	Monthly reflection from each student coordinator due, including personal reflection as well as short-term and long term goals.

3/6/2019	Ask the Expert: Sustainability Coordinator	This month's expert guest will be a sustainability coordinator. Students will be able to share in lunch, and discuss, in a casual setting, topics of sustainable food systems, the three pillars of sustainability, and why it's important.
3/16/2019	Universities Fighting World Hunger Summit	With the acceptance of the Farm-to-Fork group presentation proposal, the team will travel to Maine where the summit is held to present research findings about college food insecurity at UK and the development, implementation, monitoring, and evaluation of Farm-to-Fork program. The team will expand their potential professional networks and gain knowledge speakers' presentations.
3/20/2019	Program Outcome Evaluation Survey	A final survey on student feedback on Farm-to-Fork program will be sent out.
3/20/2019	SSC Mid-Semester Report Due	Including program numbers, program growth and development, and budget report thus far.
3/29/2019	Student Coordinator Reflection #2 Due	Monthly reflection from each student coordinator due, including personal reflection as well as short-term and long term goals.
4/10/2019	WellKY Ambassador Education #3	Student wellness ambassadors from WellKY to join Farm-to-Fork for a monthly educational outreach in conjunction with Money Cats with a focus on financial wellbeing
04/17/2019	Ask the	This month's expert guest will be a specialist in agriculture and farming. Students will be able to share in lunch, and discuss, in a casual setting, topics of

	Expert:Farmer	where there food comes from, how it's grown, and the benefits of local purchasing.
4/24/2019	Final Day Spring 2019	Last Farm-to-Fork lunch of spring semester
4/26/2019	Student Coordinator Reflection #3 Due	Monthly reflection from each student coordinator due, including personal reflection as well as assessment on short-term and long term goals
5/15/2019	SSC Spring Report due	Including program numbers, program growth and development, budget report, plans for the fall semester, etc.
7/21/2019	First draft of a journal article	The first draft of the research article about Farm-to-Fork program development, implementation, monitoring, and evaluation will be completed
7/30/2019	Society for Nutrition Education and Behavior 2019	Program manager will travel to Orlando, FL to present the Farm-to-Fork project as a poster or oral presentation to a national audience of nutrition and health professionals.
8/7/2019	Submitting article to a journal for publication	The final draft of the research about Farm-to-Fork program development, implementation, monitoring, and evaluation will be submitted to the journal for review.
8/10/2019	Application for Student Coordinators open	The application for two undergraduate student coordinators will open mid-August.
	Student	Undergraduate student coordinators will be hired two

9/4/2019	Coordinators Hired	weeks prior to the fall start date.
9/18/2019	Fall semester start date	Tentative start date for fall 2019.
10/30/2019	SSC Mid- Semester Report Due	Including program numbers, program growth and development, and budget report thus far
12/4/2019	Final Date Fall 2019	Tentative date for the last Farm-to-Fork lunch of fall 2019
12/18/2019	SSC Final Report due	Including program numbers, program growth and development, and budget report.

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.: Mid-semester and end of semester reports will be provided on the following dates: 3/20/2019, 5/15/2019, 10/30/2019, 12/18/2019

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.:

Executive Summary

Student success is one of five strategic objectives endorsed by the University of Kentucky (UK) Board of Trustees. There is growing evidence across the country that an inability for students to meet basic needs compromises their ability to be successful and complete a degree. Students who do not have access to a healthy meal or safe place to sleep at night often have lower levels of well-being and a decreased ability to perform well in their academics.

The UK Food and Housing Security Workgroup was established to measure the prevalence of food and housing insecurity among students at the University of Kentucky and make recommendations for promoting student success. Data was gathered from across campus to identify key strengths and opportunities and inform goals and objectives for basic needs security for all UK students.

In Fall, 2017, Faculty and staff in the departments of Dietetics and Human Nutrition and Writing, Rhetoric and Digital Studies partnered with student leaders to conduct a two-phase research study. The results were representative of the Fall 2017 UK student population and indicated:

- 43% of surveyed students experienced some level of food insecurity in the past 12-months
 - 24% experienced low food security
 - 19% qualified as hungry, meaning they experienced very low food security
- 8% of students indicated some form of housing insecurity in the past year

Food insecurity negatively impacts student success by:

- Hindering academic attainment:
 - Students who are food insecure were three times more likely to have difficulty concentrating on their studies, had lower GPAs, and suspended their studies more often.
- Limiting intake of healthful food:
 - 85% of food insecure students bought the cheapest food available, even though they knew it wasn't the healthiest, and more than half did not have foods that met their dietary needs.
- Leading to poor health:
 - Students who experienced food insecurity had poorer health status and higher stress levels than food secure students.

High rates of food and housing insecurity amongst college students can be attributed to a lack of financial resources. According to UK's data, students with high unmet need (a greater than \$10,000 difference between a student's gross need and total aid package) have significantly lower retention and graduation rates than the UK average. In Fall 2017, only 67% of students with high unmet need were retained from the previous year compared to 88% of students with low unmet need.

This report summarizes the current strengths and opportunities relative to basic needs of UK students. Goals are provided that include short, medium, and long term outcomes. The pursuit of these goals will enhance UK's position as the University *for* Kentucky through decreasing consequences from limited access to food or housing; further contributing to recruiting and retaining more students and offering outreach to the Commonwealth and beyond.

Challenges

- Unmet Financial Need of UK College Students
- Direct Barriers to Student Food and Housing Security
- UK Resources Are Underutilized

Goals

- Integrate Basic Needs Resources Across Campus
- Foster an Accessible Food and Housing Environment
- Promote Financial Wellness for Student Success

Farm-to-Fork Meal Coordinator Job Expectations

The Farm-to-Fork Coordinator will facilitate the new Free Locally Sourced Lunch for Wildcats on Wednesdays by gaining experience sourcing from local farms, planning and preparing healthy meals. Recent research showed that 43% of UK students experience food insecurity and to cope, many students purchase cheap, unhealthy foods. The Farm-to-Fork program is an opportunity for students to have a healthy, free lunch, promoting student well-being and success.

Farm-to-Fork Coordinator Expectations:

1. SMART Goal setting

Set 2 short-term goals (1 month) and 1 long-term goal (semester) that are specific, measurable, attainable, relevant, and time-bound (SMART). Submit set goals to project manager and AmeriCorps VISTA. If the same coordinator continues next semester, submit set goals again.

2. Weekly menu planning

Take a step up at a time for menu planning and slowly transition to plan menu by self, preferably on Fridays. Utilize food and produce recovered by the Campus Kitchen at the University of Kentucky (CKUK) for menu planning. Ensure to check every ingredient and its amount needed for the planned menu to assess feasibility.

3. Food procurement

After communicating planned menu and getting approval from project manager and/or AmeriCorps VISTA, take charge of communicating with gleaning shift captain, Chef Bob or Emily Dewitt, and AmeriCorps VISTA to procure the exact amount (or more) of ingredients and items needed by Tuesday.

4. Meal preparation

Lead the meal preparation shift on Wednesday morning to have meals ready before clients arrive by following food safety guidelines. Communicate with food processing and cooking shift captains of CKUK to request assistance in the meal prepping process.

5. Documentation

Upload recipes on the Google Drive weekly. Fill out appropriate CKUK paperwork after the meal preparation shift. Record ingredients and their amounts used during the meal preparation shift on the master spreadsheet.

6. Communication

Communicate effectively with project manager and AmeriCorps VISTA for every step of the planning process such as menu planning, food procurement, and any other issues/ideas/feedback. Respond promptly to all forms of communication (within 24-hours M-F and 48 hours Saturday and Sunday).

7. Leadership in Farm-to-Fork Program

Foster a warm, welcoming environment by signing-in students by following proper procedures and IRB-approved survey recruitment procedures, engaging with students, making announcements, and managing volunteers by delegating tasks.

8. Monthly Reflection Statements

Submit a monthly reflection statement to project manager and AmeriCorps VISTA based on coordinator's expectations prior to starting the job, challenges, successes, and experiences. Discuss and assess SMART goals in the reflection statement (250 words).

Department of Dietetics and Human Nutrition (DHN) Expectations:

1. Project Manager

Oversee the project design, grant, research, and key initiatives. Conduct on-going research including data collection and involve interested students in the research process. Provide support to AmeriCorps VISTA and two coordinators in terms of professional development, goal setting, menu planning, and logistics. Report details to DHN faculty and staff in charge. Foster and build relationships with Farm-to-Fork clients. Serve as the main point-of-contact for the program, providing resources and referrals. Attend weekly meetings for menu planning and debriefing with AmeriCorps VISTA and two coordinators.

2. AmeriCorps VISTA

Lead day-to-day operations of Farm-to-Fork. Provide assistance on food procurement, menu planning, meal prepping, and training volunteers. Train coordinators on filling the appropriate CKUK paperwork and Farm-to-Fork master sheet on Google Drive. Take charge of social media posts via DHN, CKUK, and SSTOP Hunger Facebook pages.

Farm-to-Fork Coordinator Name

Signature

Date

DHN Name

Signature

Date

Farm-to-Fork Education Coordinator Job Expectations

The Farm-to-Fork Coordinator will lead the new Free Locally Sourced Lunch for Wildcats on Wednesdays by gaining experience sourcing from local farms, planning healthy meals, and providing education for eating well on a limited budget. Recent research showed that 43% of UK students experience food insecurity and to cope, many students purchase cheap, unhealthy foods. The Farm-to-Fork program is an opportunity for students to have a healthy, free lunch, promoting student well-being and success.

Farm-to-Fork Coordinator Expectations:

1. SMART Goal Setting

Set 2 short-term goals (1 month) and 1 long-term goal (semester) that are specific, measurable, attainable, relevant, and time-bound (SMART). Submit set goals to project manager and AmeriCorps VISTA. If the same coordinator continues next semester, submit set goals again.

2. Weekly Menu Planning

Provide assistance in menu planning. Attend weekly meeting for menu planning and debriefing with project manager, AmeriCorps VISTA, and coordinator.

3. Educational Handouts

Every week, take the lead on coming up with ideas for different educational handouts that are appropriate for the college student population and eating well on a budget. Email selected educational handout(s) to AmeriCorp Vista for color printing by Monday. Upload educational handouts on the appropriate folder in the drive, and document handouts on Farm-to-Fork master sheet.

4. Meals Serving

Lead the meal serving aspect of the program on Wednesday afternoon, ensuring that tables are set, educational handout is distributed, and sign-in devices are ready. Fill out appropriate CKUK paperwork after the meal has been served, and record the number of meals on the master spreadsheet.

5. Farm-to-Fork Blog Posts

Document weekly recipes and ingredients used by communicating with another coordinator and AmeriCorps VISTA. Record details of weekly Farm-to-Fork program by taking pictures. Write a weekly blog post on the recipes, highlights, and educational handout of the week. Share weekly blog post with program manager, AmeriCorps VISTA, and coordinator before publishing it.

6. Communication

Communicate effectively with project manager and AmeriCorps VISTA for every step of the planning process such as menu planning, food procurement, and any other issues/ideas/feedback. Respond promptly to all forms of communication (within 24-hours M-F and 48 hours Saturday and Sunday).

7. Leadership in Farm-to-Fork Program

Foster a warm, welcoming environment by signing-in students by following proper procedures and IRB-approved survey recruitment procedures, engaging with students, making announcements, discussing certain educational topics/handouts, and managing volunteers by delegating tasks.

8. Monthly Reflection Statements

Submit a monthly reflection statement to project manager and AmeriCorps VISTA based on coordinator's expectations prior to starting the job, challenges, successes, and experiences. Discuss and assess SMART goals in the reflection statement (250 words).

Department of Dietetics and Human Nutrition (DHN) Expectations:

1. Project Manager

Oversee the project design, grant, research, and key initiatives. Conduct on-going research including data collection and involve interested students in the research process. Provide support to AmeriCorps VISTA and two coordinators in terms of professional development, goal setting, menu planning, and logistics. Report details to DHN faculty and staff in charge. Foster and build relationships with Farm-to-Fork clients. Serve as the main point-of-contact for the program, providing resources and referrals. Attend weekly meetings for menu planning and debriefing with AmeriCorps VISTA and two coordinators.

2. AmeriCorps VISTA

Lead day-to-day operations of Farm-to-Fork. Provide assistance on food procurement, menu planning, meal prepping, and training volunteers. Train coordinators on filling the appropriate CKUK paperwork and Farm-to-Fork master sheet on Google Drive. Take in charge of social media posts via DHN, CKUK, and SSTOP Hunger Facebook pages.

Farm-to-Fork Coordinator Name

Signature

Date

DHN Name

Signature

Date

Farm-to-Fork Meal Coordinator End-Semester Reflection

Serving as the Meal Coordinator for Farm-to-Fork: Free Locally Sourced Lunches for Wildcats have provided a multitude of experiences that have allowed me to grow as a professional. This program has not only provided the opportunity for students to interact with low-cost, nutritionally adequate, and local foods, but it has also given me new perspectives on how to combat the prevalence of food insecurity and hunger in our community with sustainable and long-lasting approaches that aide in the health of our overall environment.

I am fast approaching my finals days as an undergraduate student in dietetics at the University of Kentucky and am so grateful that I have been given the opportunity to serve as an ambassador for fighting hunger with sustainable solutions. I have spent the majority of my college career learning about food insecurity, food waste, and sustainability and how to implement actions to reduce the waste by giving donated food items to the community through work done with Campus Kitchens at the University of Kentucky. However, Farm-to-Fork has allowed me to further my leadership development and skills. As a Meal Coordinator I have been able to apply the information learned throughout my dietetics classes through menu planning and preparation while also utilizing the skills of sustainability by modifying recipes to include the locally-sourced and donated food ingredients we have accepted. Farm-to-Fork continues to challenge my creativity, not just through meal modifications, but also through the education that we provide to our students. The program has proven to be a much-needed resource to students on campus, as well as an avenue of individual and community growth through our work of presenting inexpensive, local meals in attainable measures.

I have had the privilege of presenting research of the program and it's prior studies at the 2018 Food and Nutrition Conference and Expo in Washington, D.C. This is an opportunity that I would not have be able to take a part of had it not been through being a part of Farm-to-Fork. I have also stayed up-to-date and involved with the on-going processes happening throughout our campus that aim to address the problem of food insecurity we have among our students. I have also been able to expand my knowledge of research by aiding in data analysis at the conclusion of out first semester; again, an opportunity that I would not have otherwise. Farm-to-Fork is hosted by an amazing collective of faculty and researchers that are ever-expanding growth and opportunities to the students that have shown interest in leading in the program. This program is not just for those students that are in need to a free meal, but also for those students that want more involvement within their campus who want to take part in out-of-the-ordinary opportunities that foster growth and development of professionalism that will later be an asset in fulfilling future careers.

Farm-to-Fork is so much more than a free meal program, it is a community of growth and conversation. It allows the student body to feel connected to one another and the communities around them. It serves as an inspiration to visits local farmer's markets, stay mindful of the foods they eat, and lift each other up in times of need. This program has been the highlight of my college career because I know that I am making a difference in the lives of

hundreds around me, while also being kind to our planet. Students continue to talk of the great work being done through Farm-to-Fork and it is a wonderful feeling that I am part of the team that has made this program such a success. I see a bright future for Farm-to-Fork and I am so happy that I have been able to be a part of its growth.

Farm-to-Fork Meal Coordinator End-Semester Reflection

Before I became the Education Coordinator for Farm-to-Fork at the University of Kentucky, I knew little about food waste and insecurity. As a Public Health major, some of my classes touched on these topics and because of this, I was aware that it was an issue, but I didn't realize how prevalent an issue it was. Working with students and faculty in the department of Dietetics and Human Nutrition in the College of Agriculture has opened my eyes to an entire spectrum of food sourcing and sustainability knowledge that very easily applies to my Public Health background. For me, the most valuable piece of knowledge and realization that Farm-to-Fork has given me is this: We are only as healthy as the community we live in. The community based approach that Farm-to-Fork represents is indispensable in the sustainability initiative. A free meal for students on campus promotes personal and social well being, as well as economic equity.

As the program grew and we began to feed more students, my fellow Coordinator and I assumed more specific roles in order to establish responsibilities and ensure efficiency. As the Education Coordinator, I was present at every meal. I talked to every student that came in, informed them about Farm-to-Fork and our goals as well as helped our volunteers during their shifts. I came into this program with a sense of self-doubt and a fear of social-situations. Working closely with the Farm-to-Fork team and the 100+ students that come in weekly for a meal has improved my communication skills in a way that no group-project could. I see this in our students as well. Complete strangers may sit down together to enjoy their free meal and bond over the taste, atmosphere, current events, or whatever they may have in common. This alone has shown me the importance of social inclusion and the effect it has on our well being.

My other responsibilities as the Education Coordinator are plenty. I operate and post weekly on the blog made specifically for Farm-to-Fork. This way, we are able to easily communicate the recipes used, our personal thoughts and ideas about the food, and other very important information. Additionally, I choose or make an informational handout that covers an important topic that we want to emphasize each week. These topics can range anywhere from "Eating on a Budget," or "Foods that have Protein," to "Why it is Important to Eat Local." Whatever the subject matter happens to be that week, it is guaranteed to be an important idea in the foundation of Farm-to-Fork so we are able to really communicate the purpose and goals of the program. However, throughout it all, I have not only been educating the students, I have been educating myself. Providing these informational handouts has allowed me to research into these important issues and develop a passion for sustainability.

Through Farm-to-Fork, I have also learned of the prevalence of food waste and the importance of taking steps to prevent it. Seeing an entire meal made of recovered food is frightful when you look at it in terms of the amount of food that was initially intended for waste, but inspiring when you look at it in terms of what you as an advocate could do to contribute in sustainability initiatives. The behind the scenes of this program has allowed me to see the significant, almost immediate, impact that providing a nutritious meal at no cost has on my peers.

Farm-to-Fork Fall 2018 Data

Total Numbers and Demographics

Numbers:

- Total meals: 1397
- Individuals served: 574
- Avg. cost per meal: \$0.61
- Avg. meals per week: 116

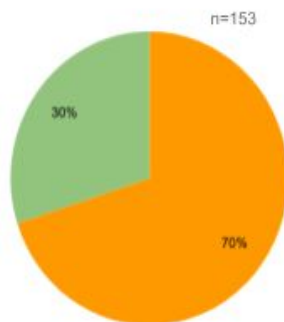
Volunteers:

- Individual volunteers: 70
- Vhub volunteer hours: 199
- Estimate total volunteer hours: 392
- Avg. vhub volunteers per week: 10
- Avg. cooking volunteers per week: 6
- Avg. delivery volunteers per week: 5

Survey Data

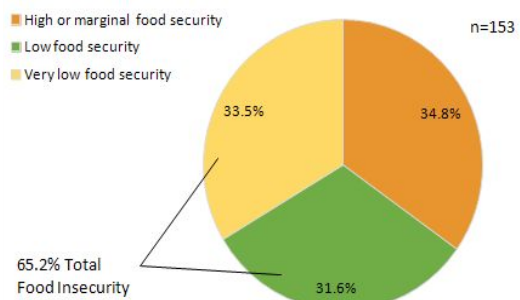
Location of Meal

- Dine-In
- To-Go



Food Security Status Based on 7-item Questionnaire

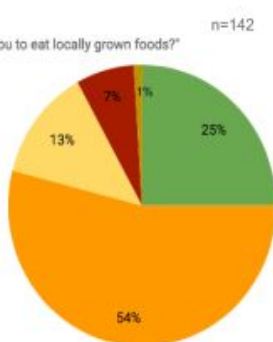
- High or marginal food security
- Low food security
- Very low food security



Local Foods

"How important is it to you to eat locally grown foods?"

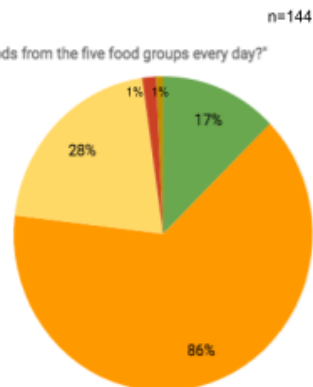
- Extremely Important
- Somewhat Important
- Neutral
- Not Really Important
- Not Important At All



Food Groups

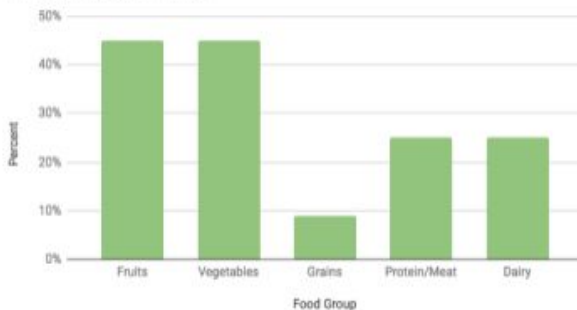
"Do you typically consume foods from the five food groups every day?"

- Always; I eat from all five food groups every day
- Sometimes; I eat from most food groups every day
- Rarely; I eat from most food groups a few times a week
- Never; I barely get enough from each food group
- Other - please specify



Food Groups

"What food groups are missing?"



Participant Satisfaction:

Where n=140, and the median is highlighted in green

Question: “Farm-to-Fork:	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
helped me connect with others”	8%	15%	27%	28%	21%
gave me a sense of belonging on-campus”	7%	8%	30%	31%	25%
improved my ability to access healthful food”	1%	6%	11%	28%	53%
motivated me to purchase and cook using local foods”	6%	12%	24%	26%	32%
decreased my level of stress related to food access”	6%	8%	22%	29%	35%
improved my ability to concentrate on my studies”	8%	6%	27%	26%	33%
met my dietary needs”	4%	4%	12%	23%	58%
was visually appealing”	2%	4%	12%	24%	57%
met my taste preferences”	3%	4%	11%	25%	57%
was a good quality, healthy lunch”	4%	1%	9%	20%	66%
provided educational information in addition to food”	3%	8%	15%	28%	46%