

Student Sustainability Council
Meeting Minutes
2/3/2020

Taken by: Claire Hilbrecht

1. Beginning of Meeting

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

2. Proposal Presentations

- a. 7:05- Campus Kitchens Garden Internship Presentation Begins
- b. 7:13 – Campus Kitchens Garden Internship Presentation Ends and Q&A Begins
 - a. Was there communication with anyone from the Gaines Center about this program, because the Gaines Fellows were thinking about fixing the garden for their community engagement project?
 - i. Contact is Chelsea Brislin, who gave approval for the project
 - b. Will this be a two year program? How will this work with internships?
 - i. Yes, interns will reapply each March; expand to executive committee
 - c. Small vertical garden- herbs, etc.
 - d. Who are you targeting with the applications
 - i. Gardening experience; capacity for hours
 - e. How will you pick the intern
 - i. Interview process and application
- c. 7:19 – Campus Kitchens Garden Internship Q&A Ends
- d. 7:19 - Sustainability Magazine Presentation Begins
- e. 7:25–Sustainability Magazine Presentation Ends and Q&A Begins

- a. Clarification about copies and cost
 - i. The actual printing cost is less
 - ii. 300 copies is a relatively small amount, compared to the 750 copy NRES newsletter
- b. How will the SSC be showcased
 - i. Office of Sustainability website
 - ii. Tabling events
- c. Why printed magazines, if unsustainable and magazines are dying out
 - i. Hard copies/physical landmarks are good for some people
 - ii. Tabling opportunities/outreach tool
 - iii. Pilot program- could change after the first year
- d. Could colleges put on their websites
 - i. Yes, absolutely
 - ii. Sustainability is housed in many departments, so could potentially be shared in all of those places
 - iii. Is this a yearly or semesterly program
 - 1. Yearly, but could be more comprehensive in the future
 - iv. Do you have a vision for future funding opportunities
 - 1. This is an internal document, so the SSC would probably still fund it, but funding could expand to other places
 - v. Since it is an internal document, is it exempt from internal guidelines
 - 1. Could be a constitutional change
- f. 7:31 – Sustainability Magazine Q&A Ends

3. Proposal Discussions

- a. 7:33 - Discussion of Campus Kitchens Garden Internship begins
 - i. Great opportunity for students
 - ii. Campus Kitchens sets a high bar for applications
- b. 7:33- Discussion of Campus Kitchens Garden Internship ends
- c. 7:33 - Motion to vote on Campus Kitchens Garden Internship (Motion by Joel, 2nd-Josh)

VOTE RESULTS - PASSED Yes [22] No [0] Abstain [0]

PROPOSAL #1 VOTING RECORD

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

Amount requested: \$4,750.00

Amount approved: \$4,750.00

- a. 7:34 - Discussion of Sustainability Magazine begins
 - 1. Heavy stipend

1. Worth it
 2. Could expand to other students
 3. Students shouldn't be making less than \$10 an hour- liveable wage
 4. Only 5 hours a week
 5. No hesitation about pilot product, want to make it good
 6. Internal funding- seems slightly sketchy
 7. Looking forward, will four people still be working on this
2. After the pilot program, could it be open to other applicants
 1. Yes
 3. Four person project now because it is a big job
 4. Accountability for work management
 1. Making sure that people are really getting paid what they deserve
 5. Motion to extend- Claire, 2nd- Josh
 6. If we were to reduce it to \$8 an hour, how much would that be to fund the project
 1. \$1,280
 7. Accountability of labor
 1. No doubt that they will set the bar high, but want someone from the outside to be able to see that the hours were put in
 2. Jennifer can provide an oversight log, but may have to be hired as employees if it is a direct 1:1 work to pay scenario
 3. Could have an excel sheet with hours
 8. Motion to amend to include that they account for their hours as overseen by Jennifer- Claire, 2nd- Josh

1. I would be interested to see how they plan to do their hours
 1. Could be difficult
 2. It could be a progress report
 3. Don't need to be bogged down on exact details
2. Motion to extend- claire, 2nd- Joel
 1. Group dynamic could also help keep accountable
9. 7:50- motion to vote on amendment- Claire, 2nd- Joel - PASSED
10. Magazine encompasses a year, but is done in 8 weeks
11. Problem with a paper product; have shut down other organizations because of use of paper products; could be QR code
 1. Developed out of AASHE- success from another university; have acknowledged that they are not trying to do anything in excess; just a pilot program
 2. Seems hypocritical to shut down other organizations for paper use
 3. Coffee table-esque magazine- allows for flexibility in outreach
 4. More market penetration and wider demographic
 5. Motion to extend- Joel, 2nd- Claire
 6. Establish reputation with a paper copy
 7. Needing to be consistent with projects, but wasn't just an issue with Tesla project with paper, but also should have had own money to fund it
 8. This magazine is a year-long embodiment of sustainability on campus
 9. How big is the Sustainability Showcase

1. 3 hours around lunchtime at social staircase at Student Center, so heavily trafficked; will be another showcase and keynote event after

10. Graphics make the product more enticing

11. Should be an option for a QR code on the cover

12. Social media would be more effective

12. Motion to extend- Claire, 2nd- Josh

13. What is the goal for the magazine

1. Get the wider community engaged with the program

14. Could we reduce the amount of copies sold

1. Already reduced from the 750 of NRES newsletter, which is the precedent

2. Could have a flyer and a magazine

3. Motion to extend- Claire, 2nd- Joel

4. This would be a tangible, professional document

5. Could just vote against the magazine if uncomfortable

15. Clarification about the stipend for magazine vs. Campus Kitchens

1. Stipend is more than Campus Kitchens, but Campus Kitchens is over minimum wage

b. 8:06- Discussion of Sustainability Magazine ends

c. 8:06 - Motion to vote on Sustainability Magazine (Motion by Skyler, 2nd- Joel)

VOTE RESULTS - PASSED Yes [16] No [1] Abstain [5]

PROPOSAL #2 VOTING RECORD

Name	Y/N/A	Name	Y/N/A	Name	Y/N/A

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

Amount requested: \$2,200.00

Amount approved: \$2,200.00

If no, why:

Unsustainable product. I would rather see the money put towards advertising or a boosted post on social media.

4. Attendance Vote of Dismissal

a. 8:08- Discussion of Attendance Vote of Dismissal

i. How many meetings did she miss

1. 5 with no written warning

ii. The excuse letter doesn't seem like she's giving any real justification for missing

1. Personal information didn't need to be revealed

- iii. We all stay busy doing a lot of different things, so her excuse isn't very strong as per the letter
- iv. There are other people that would love to be on this council
- v. Excused absence would be just letting Sophie know beforehand of an absence
- vi. Missing 5 meetings is inexcusable
- vii. If the behavior is to continue, would we have to vote again
 - 1. Yes
- viii. If you are missing the meetings, you are choosing not to be involved with the SSC- all members at large do
- ix. Has this been a pattern
 - 1. Yes, though not as extreme
- x. How many meetings did we have last semester
 - 1. 7
- xi. Was she going to be here tonight
 - 1. She is out of town, but gave an excuse
- xii. It seems like she already has a lot on her plate, but the SSC is clearly not a priority anymore, so dismissing her could allow her to focus on other things
- xiii. She did go through the effort to stay on the council, as per the letter
- xiv. Did we vote someone else on the council this semester
 - 1. No because we were at capacity

xv. What would we lose if we kept her on...could it be better to have her attend some meetings?

xvi. The benefit of going through this process would be to set a precedent

b. 8:16- Discussion of Attendance Vote of Dismissal Ends

c. 8:16- Motion to vote on Attendance Vote of Dismissal (Motion by Skyler, 2nd-Josh)

VOTE RESULTS- Dismissed

ATTENDANCE

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



Funding Application

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

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

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

Project title: Campus Kitchen Garden Internships: Expanding our Sustainable Food System

Project leader name: Celia Ritter

Project leader email: celia.ritter@uky.edu

Project leader additional contact information: (502) 229-6117

Total amount requested from the Council (round up to the nearest whole number): \$4,750

UK affiliation (Student, Faculty or Staff): Staff



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

Please list the following information:

Name	Major/Department	Academic Year Based on Project Graduation Date	Previous involvement with SSC
Celia Ritter	Dietetics and Human Nutrition	Food Justice Manager AmeriCorps VISTA	Council member
Kendra Oo	Dietetics and Human Nutrition	Director of Community Outreach/CKUK Faculty Advisor	Funding Requests
Tammy Stephenson	Dietetics and Human Nutrition	Chellgren and HES Alumni Association Endowed Professor, Associate Professor & Director of Undergraduate Studies, CKUK Faculty Advisor	Funding requests
Kaela Jackson	Dietetics	Junior, CKUK President	N/A
Jordan Hinton	Dietetics	Sophomore, CKUK Development Chair and Farm-to-Fork Co-Chair	N/A

How did you hear about the SSC?:

Previous involvement, previous CKUK funding requests

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

Environmental Stewardship- The goal of the Campus Kitchen Project is to provide an environmentally sustainable solution for food insecurity, primarily through the recovery and repurposing of food that would be wasted. CKUK has built upon this goal in a variety of ways, including utilizing locally sourced food, composting all food scraps, and reducing plastic waste

in our kitchen. Through this project, we intend to continue developing our commitment to environmental stewardship by sustainably supplementing our food recovery with our own produce and expanding student knowledge of sustainable agriculture practices and food systems.

Economic Equity- While nearly 1 billion people throughout the world are food insecure, around 1.3 billion tons of food is wasted every year, a major economic loss within our global food system. CKUK's food recovery program provides an example of how utilizing leftover food to feed food-insecure community members contributes to a more economically equitable and sustainable system. Expanding our community and campus gardens through this internship project will allow us to produce even more of our own food, increasing our economic self-sufficiency and showcasing another aspect of an economically sustainable food system.

Social Inclusion- CKUK believes that regardless of socio-economic status, access to healthy and nutritious meals is a basic right. However, 43% of UK students have reported suffering from food insecurity. We believe that to holistically address this issue, we must not only distribute meals, but also work to provide education and build communities around food. This project will address social inclusion by expanding our education and outreach programs, as well as by increasing our capacity to address food insecurity on a variety of levels.

Please provide an in depth description of your project:

Background and Goals

The Campus Kitchen at the University of Kentucky (CKUK) is an on-campus student service organization that provides a sustainable approach to addressing hunger, by simultaneously reducing food waste and providing healthy meals to those struggling with food insecurity, both on campus and in the greater Lexington community. Since 2014, CKUK has recovered 31,232 pounds of food and served nearly 24,000 meals. As the mission of Campus Kitchen is not only to strengthen bodies, but also to empower minds and build communities, we implement a wide variety of outreach programs, including nutrition and garden initiatives, food policy events, and cooking classes. Through our garden program, food recovery, meal delivery, and outreach activities, we aim to serve as a sustainable food system within the UK and Lexington communities.

CKUK is consistently working to identify areas in which we can improve to better serve our goals of sustainably addressing food insecurity on campus and in the community. Over the past few years, CKUK has struggled to find consistent and committed leadership for our gardens, especially during the summer months, which has meant that produce recovery has been inconsistent. It has become apparent that in order to expand our ability to serve the community, we must build the capacity and long-term sustainability of our gardens and better integrate them into our operations. To reach this goal, we have worked with our partners at Arbor Youth Services and the UK Horticulture and Sustainable Agriculture departments to develop an internship project. With the funding from this grant, we will support two committed interns with agricultural experience, one that will work primarily with our on-campus garden at the Gaines Center, and one that will focus on our garden at Arbor Youth Services (See attached position description for detailed job responsibilities). These interns will work on projects within the

following four sections to strengthen CKUK's garden program and optimize the number of food-insecure students and community members that we can serve.

1. Building Volunteer Capacity

The first step towards a more productive garden program will be building a strong volunteer base. The interns will work with CKUK's Executive Committee and shift captains on finding existing volunteers that are interested in working in the gardens. They will also work with faculty partners in the College of Agriculture and student organizations such as the Horticulture Club to recruit and retain volunteers with gardening experience. By establishing a volunteer base and ensuring that garden shifts are consistently attended by a high number of volunteers, the interns will be able to increase the productivity of the gardens, planting and harvesting more fruits and vegetables for distribution and use in CKUK meals.

2. Expanding Produce Distribution

After ensuring that the gardens have a strong volunteer base and the capacity to increase yields, the interns will focus on expanding the distribution of garden produce to students on campus. To do this, the interns will expand existing partnerships, including CKUK's Big Blue Harvest program with Big Blue Pantry, in which pantry volunteers hand out produce at a table in Whitehall one morning per week. The interns will also work with the VISTA and Director of Community Outreach to create new programs, such as handing out produce bags at our weekly Farm-to-Fork student meal. Through strengthening existing partnerships and implementing new produce delivery programs, this project will build CKUK's capacity to address food insecurity.

3. Outreach and Education

Food literacy is defined as understanding the system through which food progresses from soil to table and then back to soil, including recognizing the impact food choices have on the individual, society as a whole, and the environment. Each intern will implement educational outreach activities focused on increasing food literacy among UK students and community members. The Arbor Youth Intern will work closely with the Arbor Youth staff to determine the types of outreach most beneficial for the youth staying at the center. The Gaines Garden Intern will focus on topics accessible to college students, for example, small-scale indoor gardening, composting, and purchasing local food on a budget. Through implementing these workshops, CKUK will be able to address food insecurity by empowering students to make informed decisions related to their food consumption.

4. Integrating Gardening into CKUK's Operations

As most of CKUK's operations take place in the Funkhouser Building on campus, many volunteers and students that attend meals aren't aware of CKUK's gardens and how they tie into our mission of sustainably addressing food insecurity. To address this, the two interns will work together with the VISTA and Executive Committee to bring a small indoor garden and informative educational resources into the Funkhouser Kitchen. Based on research conducted by a former garden fellow, the type of indoor garden best suited for the kitchen space and the needs

of CKUK's cooking shifts is a vertical garden. The interns and VISTA will use this research to inform the construction of this garden, which will contain mainly herbs (e.g. basil, cilantro, oregano), as well as some vegetables (e.g. spinach and other greens), for use in CKUK cooking shifts. The interns will also work with the CKUK Public Relations chair to create the content and design of an informational banner, which will be placed next to the vertical garden and will provide information about CKUK's system of operations, focusing on the garden and other sustainable practices.

Project Monitoring and Evaluation

As a student-run organization, CKUK leadership turnover is high, sometimes contributing to the loss of information. To evaluate the efficacy of the internship project through its first year and to ensure that all knowledge and experience gained is transferred, the two interns will complete monthly reports (see attached example). During the summer, the AmeriCorps VISTA will work with the garden interns to compile these reports into a digital "garden manual" which will contain a yearly garden schedule, lessons learned from outreach programs, and information on maintaining the indoor and outdoor gardens. This will ensure that future student interns and volunteers have the knowledge necessary to continue building the garden program, rather than starting from scratch. During the last months of the internship (August and September), the interns will work with the Director of Community Outreach to recruit the next year's garden interns and plan their training.

Outcomes and Long-Term Impact

The CKUK gardens have the capability of greatly expanding our ability to fight hunger in an environmentally, economically, and socially sustainable manner. Through this internship project, we will build a volunteer base through partnerships with student organizations and academic programs, increasing garden yields and allowing us to provide more fresh, locally grown produce to students and community members in need. We will further build on our education and outreach programming, increasing food literacy. To strengthen the connection between our gardens and our cooking and meal delivery services, we will implement a small garden in the kitchen. Finally, through our monthly reports, creation of a garden manual, and training the following garden leadership, we will ensure that all of these efforts continue, having a long-lasting 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 its inception in 2014, the Campus Kitchen at the University of Kentucky has had a meaningful impact on the UK student body in a variety of ways. CKUK has provided many valuable leadership and service opportunities, engaging approximately 6,000 student volunteers. This project will expand these opportunities for professional and personal growth, providing two funded student internships and increasing the amount of volunteer positions available in CKUK's gardens. Through CKUK's campus outreach events, including Gathering at the Table cooking classes and educational efforts at student meals, students have been provided with the

opportunity to learn about many aspects of food, from nutritional health to eating sustainably. Through this project, the interns will implement more educational and outreach activities available to UK students, focused on topics such as food literacy and gardening skills. Over the past few years, CKUK has begun expanding its impact on campus food insecurity through programs like Farm-to-Fork, which has served 4,236 balanced meals to students, Big Blue Harvest, where students can pick up fruits and vegetables, and Food for Thought, a new weekly breakfast program. This project will further improve food access on campus, as all produce harvested in the Gaines Garden, as well as any excess produce at our off-campus Arbor Youth Center garden, will be distributed through our two weekly student meals, Farm-to-Fork and Food for Thought.

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

Faculty/Staff, Graduate Students, Lexington Community, Undergraduate Students, UK Community as a Whole

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

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

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

- Agriculture/Food Systems
- Arts/Architecture
- Campus Sustainability
- Economics/ Behavior
- Engineering
- Entomology
- SSC- External
- Forestry/Gardening/Landscaping
- SSC- Internal
- Recycling/ Waste Management
- Solar Energy
- Water Conservation
- Other: _____



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

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

*We are open to any outreach opportunities available.

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

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

Yes, Arbor Youth Services letter of support attached.

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

Yes, in 2016 CKUK received start-up funding for the garden, and in 2018 CKUK received funding to expand compost and food literacy education programs.

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

Category	Item Name	Amount Requested from SSC	Amount Requested outside SSC	Name Other Funding Source	Total Cost
Stipend	Gaines Garden Intern Stipend	\$2,000	\$2,000	Chellgren, DHN	\$4,000
Stipend	Arbor Youth Intern Stipend	\$2,000	\$2,000	Chellgren, DHN	\$4,000
Promotional Materials	Poster/banner stands for Funkhouser Kitchen (31.5 in x 86.5 in)	\$300	\$300	Chellgren, DHN	\$600
Promotional Materials	Social Media Boost, Yard Signs, and Flyers	\$200	\$300	Fundraising	\$500



Supplies	Plants & Seeds	\$200	\$300	UK SAG Department and DHN	\$500
Supplies	Vertical garden supplies: Lumber, soil, and containers	\$50	\$50	Fundraising	\$100
Supplies	Compost containers	\$0	\$50	SGA	\$50

Are you willing to accept partial funding for this proposal?

Yes

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

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

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

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

Chellgren Endowment funding for the stipends is to be used the second year of the internship program (2021).

The Student Government Association will fund CKUK operational supplies, including the compost containers that will be used in this project (pending application approval).

The Department of Sustainable Agriculture will donate plants and seeds, as well as greenhouse space.

The Department of Dietetics and Human Nutrition supports the Campus Kitchen through faculty and staff organizers, graduate student assistant, and AmeriCorps VISTA.

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

Date	Event Title	Brief Description
1/23/2020	Call for Applications	The position description and application link was sent out to the CAFE, Horticulture, Sustainable Agriculture, NRES, ENS, and Biology email lists.
1/22/2020	Horticulture Club Meeting	The AmeriCorps VISTA will visit the Horticulture Club meeting to explain the opportunity.
2/14/2020	Applications Close	No more applications will be accepted after this date.
2/17-2/20	Interviews/Meetings with applicants	Director of Community Outreach and VISTA will meet with each applicant during this 4-day window for an interview.
2/21/2020	Positions Decided	Director of Community Outreach will call/email chosen applicants and confirm their position.
2/24-2/28	Orientation/Planning meeting	Director of Community Outreach and AmeriCorps VISTA will meet with the interns sometime this week to discuss goals and plans for the internship.
3/2/2020	Internship Begins	Interns will begin their normal weekly activities: <ul style="list-style-type: none"> • Leading 2 one-hour shifts • Attending a weekly check-in meeting with VISTA and/or Director of Community Outreach • Planning educational outreach activities
4/1/2020	One Month Check-in	By this time interns should complete their first monthly report. Interns will begin working with VISTA to transition into summer operations and recruit summer volunteers.
5/1/2020	End of Semester Check-in	Interns will complete their second monthly report and begin transitioning into summer operations.
6/1/2020	Three Month Check-In	Interns will complete their third monthly report and begin working with the AmeriCorps VISTA on the “garden manual.”

7/1/2020	Four Month Check-in	Fourth monthly report, interns will facilitate in the AmeriCorps VISTA transition and continue with summer operations.
8/1/2020	Five Month Check-In	Fifth monthly report completed. When the semester starts, interns will work with the new VISTA and the Director of Community Outreach to begin recruiting a sustainability chair and garden interns for 2021.
9/1/2020	Beginning of Semester Check-In	Sixth monthly report completed. Interns will continue to work on the garden manual with the new VISTA and the Director of Community Outreach to recruit the next semester's garden interns.
9/30/2020	Internship Ends	Garden manual and all monthly reports will be completed. Responsibilities will be transferred to the VISTA, sustainability chair, and next garden interns.

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.:

As stated in the table above, the interns will complete monthly reports (see attached documents) that we can send to the SSC as a description of our progress.

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

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



Funding Application

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

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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.

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

Project title: "UK Sustainable Stories" Magazine

Organization: Student Sustainability Council

Project leader name: Brianna Stanley

Project leader email: brianna.stanley@uky.edu

Project leader additional contact information: 859-447-7346

Total amount requested from the Council (round up to the nearest whole number): \$2200

UK affiliation (Student, Faculty or Staff): Student



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

Please list the following information:

Name	Major/Department	Academic Year Based on Project Graduation Date	Previous involvement with SSC
Brianna Stanley	NRES	Senior	Green Talks Chair
Isabel Jenkins	NRES	Senior	Director of Outreach
Cameron Luker	Ag Econ/NRES	Junior	Director of Development
Kelly Walker	NRES	Senior	Promotional Materials Chair
Dr. Lauren Cagle	Writing, Rhetoric, and Digital Studies	Professor	None

How did you hear about the SSC?:

We are all current members-at-large who serve on committees.

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

Environmental Stewardship: Our proposed magazine has the goal of improving student involvement and interest with environmentally-beneficial initiatives on campus. The goal is to highlight several stories of successful sustainability projects per SSP focus area (water, materials, grounds, etc.) in order to engage current students and faculty. In addition, the magazine should serve as an avenue for students in the SSC to push administration to continue advancing sustainability on campus. When releasing the publication at the Sustainability Showcase, we plan to encourage digital downloads of the magazine versus taking print copies, reducing the amount of paper waste created.

Economic Equity: By linking students to the SSC and other groups on campus, we can ensure that students have the option of just compensation for their sustainability related projects. It's possible that some projects would never come to fruition if students remain unaware of funding opportunities that will be highlighted in the magazine.

Social Inclusion: This project is designed to link students who otherwise wouldn't be involved with sustainability initiatives with the Student Sustainability Council and other sustainability organizations on campus. By increasing awareness of funding opportunities and sustainability projects across a range of disciplines, we increase the potential for involvement of all students.

Please provide an in-depth description of your project:

“UK Sustainable Stories” is a student publication of the SSC highlighting the stories behind some of UK's recent sustainability initiatives. The magazine could be used as an outreach tool for the SSC, a visualization of the Sustainability Strategic Plan, a method of increasing student engagement in sustainability, and to better facilitate conversation across sustainability disciplines.

Our goal with this project is to build on the success of Green Talks and other SSC outreach initiatives to share and connect the multidisciplinary work in sustainability across campus with the goal of promoting student involvement. Sustainability at UK is fragmented across multiple departments, organizations, and individuals, and our hope is that this document helps to bridge these gaps by highlighting specific stories across campus in a single document. The four of us involved in the project were inspired by a session we attended at AASHE covering a similar project undertaken at University of Maryland (“Sustainable UMD”): a biennial magazine updating faculty, students, and alumni on the progress of UMD’s sustainability initiatives.

We are basing the 16-page magazine on the SSP focus areas, with articles highlighting projects in materials management, energy, food and dining, transportation, buildings and grounds, greenhouse gas emissions, and water. Each article will have a “call box” highlighting specific opportunities for student involvement, and there will also be a spread specifically featuring the work of the SSC and funding opportunities. Topics have been divided among the four members, and we are currently in the process of contacting potential departments for interviews.

Roles for this project are as follows:

- Dr. Cagle from the Writing, Rhetoric, and Digital Studies department is serving as the faculty advisor for this project.
- Brianna Stanley is leading the project as the Editor-in-Chief. She has previous writing and editing experience as the Opinions Editor for the Kentucky Kernel.
- Isabel Jenkins and Kelly Walker are serving as the Design Directors. They collaborate on the student-led NRES newsletter and both have experience in layout and design work. They will be creating the template and graphics for the magazine.
- Cameron Luker, who is currently a columnist for the Kentucky Kernel, is the Managing Editor, assisting Brianna with writing and editing articles.

Ideally, this publication would become a permanent feature of SSC outreach, potentially through the creation of a new chair on the outreach committee or a recurring SSC-funded position filled through a competitive application process. After jump starting this project and creating the



magazine template, the magazine could be updated annually by future SSC members. This project will also further the growth of the SSC's impact on campus as it pursues a budget increase.

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:

This semester, we plan to design a template for this magazine that can be used in the creation of future editions. Right now, the only physical deliverables for SSC outreach are social media and Green Talks, and we foresee this magazine as a more official and widely accessible way to highlight sustainability successes, feature the SSC, and increase student awareness. While it won't be comprehensive, it can also be used as a historical document for future SSCs to reflect on the sustainability work completed in the past at UK.

The timeline for this project was created with the Sustainability Showcase date in mind -- we plan to have physical and electronic copies of the magazine available by 04/20/2020 so that attendees of the showcase can take home copies. We also plan to have a few physical copies of the magazine placed in strategic locations around campus and the wider Lexington area.

We plan to highlight the organizations involved in funding each project, the clubs and student groups involved, and/or the faculty heading the project. That way, interested students know who to contact with ideas for their own projects or if they have a desire to get involved with pre-existing sustainability organizations.

While this first edition is being created by self-selected members of the SSC who have the skills and experience to get the first edition off the ground, we propose that in the future there will be stipended positions for which SSC members can apply. It could potentially become a chair position as part of the Outreach Committee.

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

- Faculty/Staff
- Graduate Students
- Undergraduate Students
- UK Community

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

- Campus Infrastructure
- Conference



Career Development

Education

Award

Research

Seminar/Speaker Series

Other: _____

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

Agriculture/Food Systems

Arts/Architecture

Campus Sustainability

Economics/ Behavior

Engineering

Entomology

SSC- External

Forestry/Gardening/Landscaping

SSC- Internal

Recycling/ Waste Management

Solar Energy

Water Conservation

Other: _____

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

Green Talks Radio segment (recommended)

Feature SSC logo on promotional material

Social Media Promotion

Other

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

No

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

Have this, or any related project, been funded by the SSC in this or previous years (Yes/No)?: If Yes, explain how this project differs from previously funded projects.



Projects deemed as repeat projects by the council will be subject to the funding requirements under Article VII Section H of the SSC Constitution. No

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

Category	Item Name	Amount Requested from SSC	Amount Requested outside SSC	Name Other Funding Source	Total Cost
Stipends	Stipends (\$400 x 4; ~5 hrs a week x \$10/hr)	\$1,600			\$1,600
Printing	Printing costs (estimated \$3 x 200)*	\$600			\$600

*Estimate based on previous prices for NRES Newsletter (same length/material). We are currently in the process of comparing quotes for this project.

Are you willing to accept partial funding for this proposal? Yes

Please describe who will be in charge of dispensing the funds. If it is not a UK department, how will the funds be dispensed?: This would be a stipend-supported SSC position, so the funds would be dispensed internally (Shane Tedder).

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

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

Date	Event Title	Brief Description
3/20/20	Final draft	Final edition submitted for printing
4/20/20	Release	Release at Sustainability Showcase



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.: March 2, 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.:

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