



COF Center for Sustainability & the Environment Mini-Grant Program 2024-25

The COF Center for Sustainability & the Environment is pleased to offer our students the opportunity to apply for mini-grants in support of research, projects, or initiatives that promote sustainability.

Projects granted will be widely promoted to the COF communities to recognize the importance of student-led sustainability initiatives.

Public presentations will offer opportunities for the COF community to learn more about how to live and create sustainably.

Important Information

AWARD: up to \$500

NUMBER OF AWARDS: Up to 8

APPLICATION DEADLINE: January 6, 2025

AWARD ANNOUNCEMENT: January 31, 2025

PROJECT COMPLETION: Before or up to August 31, 2025. Graduating seniors must complete projects by May 31, 2025.

GRANT EXPECTATIONS: The student or team of grantees must fulfill the following obligations by August 31, 2025:

- Submit a final report of the project that describes the scope of the project, its accomplishments in relation to the original proposal, and how the money was allocated. In other words, discuss the extent to which you adhered to the proposed budget. The report should be 3-5 pages, single-spaced, 12-point font.
- Present progress or final results of project at the *Annual Muddy River Symposium* on **Tuesday, April 8th, 2025 / students must attend in person**

- Write a blog post for the COF Center for Sustainability website (project proposal, midpoint review, or final project summary)
- Present the work to the COF community in other venues January-August 2025 if called upon to do so.

ELIGIBILITY: currently registered undergraduate, graduate, and certificate COF students

Proposal review will be conducted by faculty members of the Center for Sustainability and the Environment.

Application requirements

Proposal deadline is January 6, 2025

- Be a current COF student(s).
- Prepare a brief proposal (max of 2 pages) describing the project methods and significance of the project or initiative. **Include the names of all participants and identify one person as the corresponding author. The application must include contact information for the corresponding author. Proposals must also include the name and contact information for a faculty advisor.**
- Prepare a detailed budget (see rubric attached). If this funding will be part of a larger budget, specify other funding and describe how COF funds will be spent.
- Prepare a timeline for project completion (see sample timeline rubric attached)
- Submit all proposal materials in one PDF to [Adam Silver at silvera@emmanuel.edu](mailto:silvera@emmanuel.edu) Subject line: **Mini-Grant Submission: Center for Sustainability and the Environment**
- Have an email of support submitted electronically from a faculty advisor to silvera@emmanuel.edu
- Successful applicants will be required to write an article or blog post for the COF website, describing the proposed research or initiative.
- Present the results or progress of their project at the 2025 Muddy River symposium.
- For more information, contact the COF Center for Sustainability Faculty Contact on your Campus
 - o Emmanuel - Adam Silver silvera@emmanuel.edu
 - o MassArt - Jane Marsching jmarsching@massart.edu
 - o MCPHS - Joseph Ferullo JosephW.Ferullo@mcphs.edu
 - o MCPHS - Nancy Stern nancy.stern@mcphs.edu
 - o Simmons - Anna Aguilera Aguilera@simmons.edu
 - o Wentworth - Cynthia Williams williamsc6@wit.edu

Examples of previous projects include:

- Assess the need and sustainability benefits of installing a water bottle refilling station on campus
- Begin a student recycling or reuse program (similar to the MassArt ReStore)
- Research water quality of our local waterways, storm water runoff, increasing green spaces, building garden beds or green houses on campus
- Map innovative use of materials on campus
- Host a hive of urban bees on a campus rooftop
- Create educational program for a project (composting, e.g.)
- Correct medication disposal educational program
- Evaluate waste reduction with automatic utensil dispenser
- Develop an interactive map of a campus to showcase sustainability initiatives
- Create environment for study and collaboration at solar battery recharge station
- Build green wall
- Develop medical device for use with multi-dose inhalers to prevent waste of medications

Budget Requirements:

Please complete this form with information about your budget.

1. A short paragraph detailing how/why the proposed materials/items will be used in the project. *Insert here.*

- 2.

| | Item and description..... | Price (\$) | Quantity | Subtotal |
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Timeline Requirements:

Please include a timeline for your project.

Include your goals for research, production, and presentation as per the guidelines of the mini-grant.

The following table can help you formulate goals and deadlines.

| | Goal | Amount of Time to Complete | Deadline |
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