

2011 NWF CAMPUS ECOLOGY FELLOWSHIPS: REQUEST FOR PROPOSALS

Topic: Implementing practices on campus to reduce your school's carbon footprint

Location: Anywhere in the United States

Background: Scientists agree that human-triggered greenhouse gas pollution is the cause of increasing temperatures. But they also agree that if we start now, we can cap – and then begin reducing – harmful carbon emissions before they cause irreversible damage. National Wildlife Federation has made confronting global warming a priority and NWF's Campus Ecology program supports that mission by offering Fellowships to undergraduate and graduate students working with other members of the faculty, staff, or administration on projects designed to help reduce global warming pollution on campus and beyond. Campuses need to focus efforts on reducing greenhouse gas emissions. This can be done through organizing committed faculty, staff, and students to educate their communities and work towards curbing emissions. Special emphasis will be placed on selecting Fellows from colleges and universities with recommendations from a team of faculty, staff, or other students either already working on or interested in working on campus-wide climate action.

Goal: Students are encouraged to submit fellowship proposals on a variety of sustainability practices that work to reduce their school's carbon; examples include:

- Implementing energy efficiency and conservation initiatives on existing or new buildings.
- Conducting a greenhouse gas inventory and developing a climate action plan
- Hosting a climate gathering involving representatives from three or more campuses
- Designing and/or implementing greener transportation options.
- Installing or purchasing clean energy.
- Initiating sustainable food systems.
- Increasing and protecting wildlife habitat and green space on grounds and roof tops.
- Designing supportive processes such as fiscal incentives, planning documents, professional development, community outreach, new policies, etc. on global warming awareness.
- Writing best practices resources focused on campus climate leadership

2011 NWF CAMPUS ECOLOGY FELLOWSHIPS: REQUEST FOR PROPOSALS

Eligibility: Undergraduate or graduate students from any college or university in the United States may apply. Applications are invited from students in all disciplines and are not limited to environmental studies majors. Current and former employees of National Wildlife Federation and former NWF Campus Ecology Fellows are ineligible to apply. Former NWF interns are eligible to apply following one year from their final work date. The name on the application must be limited to **one individual** and the Fellowship reporting, training, or other requirements cannot be transferred to or shared with another student. Additional involvement should be noted in the proposal. Applications from students who have been nominated by a formal group or committee working on climate and other sustainability projects on campus will receive special consideration. A nomination process is especially encouraged where more than one student may be interested in applying for NWF's Campus Ecology Fellowship. The applicant must be enrolled in school through the duration of the 15 month grant period.

Funding: Fellows may receive up to \$1000 in grant money. Grant terms must be fulfilled by the awarded applicant; however, grant funds used for project or meeting expenses may be used by the nominating or other formal group on campus affiliated with the project at the discretion of the Fellow. Payments are dispersed in two installments: at the beginning and mid-way through the project period. Grant funds must be distributed to an Administrative Office on campus (e.g. Research, Grants and Contracts Office, Financial Aid Office, Campus

Sustainability Office) to the attention of the appropriate administrator. All distributed funds must be allocated towards direct expenses. Grant funds may be taxable; consult your tax advisor for U.S. Internal Revenue Service reporting requirements. Fellows are responsible for collecting documentation of project expenses, including associated receipts and invoices. Copies of documentation must be submitted to the Administrative Office and/or Fellowship Coordinator. Upon receipt and approval of the final report and expense documentation (or notice of receipt from the Administrative Office), final grant payment will be released. Grant monies not spent during the grant period and/or grant monies that are unaccounted for must, at NWF's sole discretion, be returned to NWF within one year of the award of the grant. The project may extend beyond the grant period, however, funding for more than one grant period is not guaranteed.

Grant Period and Time Allocation:

The application deadline for 2011 Campus Ecology Fellowships is **January, 15 2010**. Fellowships will be awarded within one month of the deadline (by February 15, 2010).

First installments of grant awards are made within two weeks of awarding the fellowship. Final payment is made half way through the grant period. Each fellow commits to working on the project for at least 12 months throughout a 15-month grant period. A total of three months (12 weeks) of inactivity throughout the 15-month period is allowed to account for summer, winter, or spring breaks if desired and one bi-monthly report may be missed to account for this time off if necessary. NWF can request grant money be refunded if fellowship requirements are not met. For graduate fellows seeking funding for writing and research, the time commitment is flexible. To allow for flexibility during the 15-month period, the three months of inactivity may occur concurrently or be interspersed throughout the grant period at any point during the grant period, beginning, middle or end. Some Fellows choose to take the summer off, for example, while others may work concertedly on their project throughout the summer and end the Fellowship a bit earlier in the following school year. Others may work on the project consistently throughout the 15-month period. These time-frames must be agreed in writing at least two weeks prior to any periods of inactivity. Fellows spend various amounts of time on their projects each week. The average amount of time spent is 10 hours weekly or 40 hours monthly. The fellowship project is a labor of love not a job. The time invested by each student is typically considerable, but it is also flexible to account for schoolwork and other commitments and the working style of each Fellow.

NWF's 75th Anniversary Annual Meeting in Washington, D.C. April 13 – 16, 2011.

All NWF Fellows will be required to participate in an historic convening of young leaders in conjunction with the 75th Anniversary of the National Wildlife Federation, in which they will have an opportunity to help shape the future of the Federation and their role in it as well as the opportunity to network with other Fellows and young leaders from all across the U.S. and spend some time focused on their fellowship projects.

Travel, hotel, and associated costs will be covered by NWF.

***Please note, that in applying for a Campus Ecology Fellowship you are agreeing to be a part of this meeting of young leaders/Fellowship networking meeting.**

Review and Selection Process: Proposals are reviewed by a committee to determine which meet the selection criteria, fall within NWF Campus Ecology Fellowship Program objectives and fit our funding priorities. All applicants will be notified of their status within one month of their application deadline.