UTAH STATE UNIVERSITY ASSOCIATED STUDENTS
EVALUATION OF EXISTING STUDENT FEE
FORM EESF-1

Please complete the following information and submit to the office of the Director of the Student Involvement & Leadership office no later than January 3, 2018. This form will be required each year the student fee is in existence.

NAME OF RESPONSIBLE ADMINISTRATOR  Bohiana Malcolm

NAME OF ADMINISTRATIVE FEE CHAIR  Alex Lyons

NAME OF DEPARTMENT  Center for Community Engagement - Student Sustainability Office

CONTACT PERSON  Bohiana Malcolm  PHONE #  435 - 797 - 0464

NAME OF EXISTING FEE  Sustainability Fee - Blue goes green

BUSINESS SERVICES REP  Lore Clark  PHONE #  797 - 0408

Please complete the following. In addition, please attach the budget fee request worksheet, along with any other documentation you feel would help the University Student Fee Board understand the purpose and use of the fee.

Background: Explain the original purpose of the fee

See Attached

Request is made for current fee to: (Check one)

☐ Remain at current level (no justification required)

☐ Increased from current level
  Describe the impact the increase will have on existing program(s)

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
☐ Decreased from current level
Describe the impact the reduction will have on existing program(s)

Approvals

Fee Administrator

Date

Business Services

Date

Dean/Vice President

Date
**Additional Information**

Explain the original purpose of the fee:

In 2011, USU Students voted and passed a $0.25/credit hour fee paid by all USU students. This fee was approved during the 2011 ASUSU elections after a campus-wide campaign, to help address sustainability issues at USU. The Student Sustainability Office was started to help administer grant funds and implement the student projects around campus.

Establishing the Blue Goes Green Fee (BGGF) is one of the best funding solutions to drive and sustain student sustainability efforts. The BGGF funds a Student Sustainability Office with staff (program coordinator), student internships (Currently 6), student-driven sustainability projects, and expanded program offerings all over campus and the community.

The objective for the grant program is to provide accessible and readily available funding to all undergraduate and graduate students who have well-researched sustainability project ideas, but no means to fund it. The projects enhance our campus’s energy efficiency, beautification, and overall quality of life.

**Other sources of income that are combined with the fee income to operate the program:**

All internships are matched with an AmeriCorps grant from Utah Conservation Corps

**Grant Process:** The overall Student Sustainability Grant (SSG) process is run by the Student Sustainability Office on campus. All funding decisions for student projects are made by the SSG Student Grant Committee. This committee is made up of:

- Program coordinator/director of Student Sustainability Office
- ENVS Sustainable Communities Extension Specialist
- Sustainability Council Chair
- Two faculty/staff members appointed by the Sustainability Council Chair
- Eight student members—one from each of the eight colleges selected by that college’s academic senator

**FY 2020 Grants (so far):**

**Macro**
- Gleaning and Preservation – $3,000 (Dietetics)
- Farmers Market 2020 - $3,500 (Dietetics)
- Green Wall - $2,000 (LAEP)
- E-Bikes - $2,125 (Sociology)
- Earth Week 2020 - $3,000 (CREC)

**Mini**
- Chamber Opera - $1500 (Arts)
- Perception of Renewable Energy - $341 (Sociology)
- Tote Bags for Blue Square - $500 (Dietetics)
- National trend of institutions for a "green" fund

- AASHE conference: Staff and 1 or 2 students try and attend
# Utah State University Associated Students

## Logan Fee Request Form

**Analysis of:** Blue Goes Green A24610  
**Budget Formula:** $1.00 in fees is approximately $36,000 Logan

### Fee Amount:

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<tbody>
<tr>
<td>STU BODY FEES Estimate</td>
<td>$107,640.00</td>
<td>$107,640.00</td>
<td>$53,620.00</td>
<td>$109,080.00</td>
<td>$109,080.00</td>
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Attach the REQUIRED explanation of variances of 5% or more.

### Revenue Resources:

- **Student Body Fees:** $108,365.42  
- **Beginning Balance:** $7,335.13  
- **Grants:** $1,612.68  
- **Departmental Sales:** $1,612.68  
- **Donations:** $1,600.00  
- **Other:** $1,600.00  

### Total Revenue:

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<tbody>
<tr>
<td><strong>Total</strong></td>
<td>$101,030.29</td>
<td>$3,412.68</td>
<td>$194,442.97</td>
<td>$56,250.31</td>
<td>$31,475.09</td>
<td>$115,330.00</td>
<td>$3,500.00</td>
</tr>
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### Expenses:

- **Personnel: Salary:** $40,384.08  
- **Wages:** $626.00  
- **Benefits:** $18,244.92  
- **Communication Allowance:** $600.00  

### Operating Expenses:

- **Office Supplies & IT:** $1,572.07  
- **Events and Promotion:** $2,701.30  
- **Travel:** $1,786.15  
- **Repairs/Maintenance:** $1,157.52  
- **Telephone:** $358.20  
- **Printing, Copying & Postage:** $2,320.84  
- **Contract Agreements:** $14,915.00  
- **Rentals:** $1,274.68  
- **BGG Grant Expenses:** $23,498.23  
- **Misc Operating Supplies & Expenses:** $2,723.09  

### Total Expenditures:

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<tr>
<td><strong>Total</strong></td>
<td>$106,953.32</td>
<td>$11,172.76</td>
<td>$112,166.08</td>
<td>$66,505.10</td>
<td>$38,861.64</td>
<td>$47,700.00</td>
<td>$11,210.00</td>
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</table>

**Difference:** $33,970.08  
**Difference:** $3,237.78  
**Difference:** $24,936.06  
**Difference:** $1,770.30  
**Difference:** $2,700.00  

Prepared by: Lore Clark, Student Affairs  
797-0408  
lore.clark@usu.edu  
Date: 11-Dec-19
Student Fee Board,

In 2011, USU students voted to pass a $0.25/credit hour fee, up to $3.03 for full time students. The Student Sustainability Fee (Blue Goes Green Fee) was approved to help address sustainability issues at USU. With the approval of this student fee the Student Sustainably Office was formed to help administer grant funds and implement the sustainable student projects around campus.

The Student Sustainability fee is broken into three parts. The first portion of student fees go to salaries and wages. These fund a program coordinator and six to seven student interns for the Student Sustainable Office (SSO). Student internships are open to all students at USU. The program coordinator is a salaried/benefited position, and student internships are secured via AmeriCorps matches. The second largest portion of fees fund the Student Sustainability Grant Program (formerly Blue Goes Green Grants). Student grants are available to all full-time students at USU. The remaining funds go toward offices supplies, annual events and programs, and the Student Sustainability Club.

The SSO currently hosts six student interns. The food security intern (15 hours/week) is responsible for organizing and overseeing the USU chapter of the National Food Recovery Network, the USU Gleaning program, and organizing the USU Farmers Market. The engagement intern (10-12 hours/week) is responsible for meeting with USUSA clubs, USUSA senators & VP’s, and student clubs to spread awareness of the Student Sustainability Office programs and events. The grant outreach intern (10-12 hours/week) is responsible for presenting student sustainability grant information to classes and student groups within all colleges. The outreach intern also hosts weekly “idea labs” for students. The True Blue Reuse intern (10-12 hours/week) is responsible for the promotion and organization of the on-campus thrift store, and the year-end move-out collection. The recycling intern (10-12 hours/week) is responsible for creating and promoting recycling programs initiatives throughout USU. The PR/Marketing intern (15-20 hours/week) is responsible for creating website content for all SSO programs, newsletters, marketing material and social media sites.

The grant funding goes toward a variety of different student projects that further sustainability at USU. The grants approved by the student sustainability grant committee in Fiscal Year 2019 and 2020 are attached below (Figure 1&2). Funds used for office supplies, events, annual programs, and the sustainability club are variable. The club uses funds to purchase materials for club events and marketing (posters, flyers, etc.) The office also uses remaining funds for annual events such as the February Film Series, Earth Day, and intern training retreats. The office also uses funds to travel and present at annual conferences, including the Association for the Advancement of Sustainability in Higher Education (AASHE) and the Intermountain Sustainability Summit.

The Student Sustainability Office program coordinator is responsible for the overall management of the student grant program. The coordinator works with USUSA academic senators to select eight students, representing each of the colleges, to sit on the Student Sustainability grant committee. In addition to the eight student representatives, the grant committee includes the Sustainability Council Chair, Extension Sustainability Faculty, the Facilities Sustainability Coordinator, the SSO program coordinator, and two SSO interns. Grant committee members priorities projects that benefit the entire student body.

Outside funding is sought via students with project proposals for the student sustainability grants. The majority of student grant proposals passed by the grant approval committee have substantial matching
funds. Matched funds come from USU colleges and departments, USU facilities, student volunteer labor, and off-campus businesses and organizations.

The Student Sustainably fee is used daily, and is distributed throughout the year. Macro grant applications are due November 1st and the student leader, project advisor, and SSO staff sign a Letter of Agreement (LOA) prior to accessing approved funds. Mini grants are awarded on a rolling basis from October 1st – April 1st and also require a LOA. The annual AmeriCorps intern matches is usually collected at the end of the fiscal year, with interns onboarded in September and/or January.

The SSO grant selection process emphasizes transparency. All projects funded by student sustainably grants are required to use the SSO logo on marketing materials and signage, bringing increased awareness to the student body. The annual budget for the grant programs is made known to the grant committee and applicants. The SSO plans to work with the USU Facilities Sustainability Coordinator in the upcoming year to update the student grant campus map, demonstrating the impact of the program across campus.

Establishing the Blue Goes Green Fee/Sustainability Fee has proven to be a demonstrably effective funding solutions to drive and sustain student sustainability efforts. The objective for the grant program is to provide accessible and readily available funding to all undergraduate and graduate students who have well-researched sustainability project ideas, but lack funding to execute them. These projects enhance energy efficiency, sustainability, beautification, and overall quality of life on the USU campus. Without these fees, there would be no “green” student initiatives. These fees are needed to advance sustainability projects at the student level, directly benefiting the USU student body.

If there are any additional questions, please contact Brhianna Malcolm at Brhianna.malcolm@usu.edu or stop by the Student Sustainability Office (TSC 302A).

(Figure 1) Approved grants in FY19

<table>
<thead>
<tr>
<th>FY 2019 (July 1, 2018 - July 1, 2019)</th>
<th>Funding Amount</th>
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<tbody>
<tr>
<td>F19-001 Veg Week 2018</td>
<td>$240.00</td>
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<tr>
<td>F19-002 CCA Solar Array</td>
<td>$10,000.00</td>
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<tr>
<td>F19-003 Earth Day Celebration (2019)</td>
<td>$3,000.00</td>
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<tr>
<td>F19-004 Farmers Market (2019)</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>F19-005 Bees Wrap (All Breaks)</td>
<td>$277.00</td>
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<tr>
<td>F19-006 Raised Beds for UCC UCFS</td>
<td>$4,664.00</td>
</tr>
<tr>
<td>F19-007 Emma Eccles Jones Waterbottle Refill Station (TEAL)</td>
<td>$500.00</td>
</tr>
<tr>
<td>F19-008 Emma Eccles Jones Waterbottle Refill Station (TTL)</td>
<td>$500.00</td>
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<tr>
<td>F19-009 Cleaning 2019</td>
<td>$333.00</td>
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<tr>
<td>F19-010 Nourishing Nodics</td>
<td>$315.00</td>
</tr>
<tr>
<td>F19-011 Merrill Hall Waterbottle Refill Station</td>
<td>$500.00</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$20,624.00</strong></td>
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</table>

(Figure 2) Grants approved so far in FY20

<table>
<thead>
<tr>
<th>FY 2020 (July 1, 2019 - July 1, 2020)</th>
<th>Funding Amount</th>
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<tbody>
<tr>
<td>FY20-001 Chamber Opera</td>
<td>$1,500.00</td>
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<tr>
<td>FY20-002 Perception of Renewable Energy</td>
<td>$341.00</td>
</tr>
<tr>
<td>FY20-003 Tote Bags for Blue Square</td>
<td>$500.00</td>
</tr>
<tr>
<td>FY20-004 Cleaning and Preservation</td>
<td>$3,000.00</td>
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<tr>
<td>FY20-005 Farmers Market 2020</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>FY20-006 Green Wall</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>FY20-007 E-Bikes</td>
<td>$2,125.00</td>
</tr>
<tr>
<td>FY20-008 Earth Week 2020</td>
<td>$3,000.00</td>
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<tr>
<td>FY20-009 West Campus Housing Recycling</td>
<td>$317.00</td>
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Best,
Brhianna Malcolm, SSO Engagement Coordinator
Center for Community Engagement