June 9, 2014

Applicant: Morgan Johnston

Project: Campus Bike Center

Re: Campus Bike Center Funding- schedule change request

Dear Morgan Johnston:

On behalf of the University of Illinois at Urbana-Champaign Student Sustainability Committee (SSC), we would like to thank you for responding to our call for proposals to use funds raised by the Sustainable Campus Environment Fee to implement a project that improves the sustainability of our campus.

SSC is pleased to inform you that the change in scope to your project has been approved. SSC supports the use of the $2,224.50 remaining of the funding allocation for the “Campus Bike Project” from FY13 for staff and student employee costs in FY15. SSC also grants permission to use any remaining funds from “Campus Bicycle Shop” from FY14 for staff and student employee costs in FY15.

In addition, the project must meet the following requirements:

1. All funds must be spent by June 30, 2015.
2. A final report of all work completed should be provided by July 31, 2015.
3. Project status updates and detailed account statements must be provided at the end of each semester until the project is completed.
4. Any substantial modifications to project scope, budget, or timeline must first be approved by SSC.
5. All projects will be expected to follow campus policies and procedures as well as any applicable State and Federal laws.
6. SSC reserves the right to revoke funding if the project does not comply with the terms and conditions outlined in this letter.

Again, thank you for your interest in improving the sustainability of the University of Illinois at Urbana-Champaign. We look forward to working with you in the future.

Sincerely,

Amy Liu

Chair, Student Sustainability Committee

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