



March 31st, 2011

University of Illinois at Urbana-Champaign (UIUC)
Student Sustainability Committee

Re: Request for funding from the UIUC Sustainability / Clean Energy Technology Fees
Project: Campus Bike Project
Applicant: Joel Gillespie

Dear Joel:

On behalf of the Student Sustainability Committee for the University of Illinois at Urbana-Champaign, I would like to thank you for responding to our call for proposals to use funds raised by the Student Clean Energy Technology and Sustainability Fees to implement a project that improves the sustainability of our campus. Each proposal was evaluated based on its sustainability impact (i.e. energy or sustainability impact, campus presence, project longevity, and budget) and broader impact (i.e. education and creativity).

The Committee is pleased to inform you that we are recommending to the Office of Sustainability that your project (to provide transition support to the campus bike project, in funding 50% of a part-time shop manager position from May 2011 to April 2012) **receive \$7,500 in grant funding, with the following requirements:** 1) that the funds provided be utilized as written in the proposal, 2) that all funds provided by the SSC be expended by May 31, 2012 and that a final report of all work completed and accounting of funds spent be provided to us by June 30, 2012. If you have any questions regarding these requirements, please contact us at sustainability-committee@illinois.edu. Please note that while the Committee will make the full amount of this grant available at the start of the position, we expect that the Campus Bike Project will draw equal installments from it, over the grant lifetime. Additionally, the Committee would like the Campus Bike Project to review how it is reaching and serving the campus community, and would seek to participate in such a review. Finally, the Committee is unable to provide funds outside of the University, and will so channel funds through Facilities and Services, similar to how previous funds were provided.

The Committee will contact you when the Office of Sustainability officially approves this project. At that point, we will discuss the Committee's protocol for financial and progress management to complete this project, and make arrangements for transfer of funds. Semesterly update reports and account statements describing how funds are being used will be required in addition to a comprehensive final report on project completion. The committee must approve all substantial modifications to project scope, budget or timeline. Please note that all implemented projects will be expected to follow the relevant campus policies and procedures as well as any applicable State and Federal laws.

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,

Suhail F. Barot
UIUC Student Sustainability Committee, Chair