



Funding Award and Acceptance Letter

September 24, 2012

Project: Campus Bicycle Shop (formerly Campus Bike Project)  
Re: Funding Award and Acceptance Letter Update

Dear Ms. Johnston and Ms. Kaczmarowski:

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

This updated funding award and acceptance letter is intended to reflect the following:

1. The Campus Bike Project will herein be referred to as the Campus Bicycle Shop.
2. The one-year SSC funding commitment began August 1, 2012 and will end July 31, 2013.
3. The funding award is intended for Facilities & Services Sustainability and Transportation Demand Management in support of the Campus Bicycle Shop.

The following conditions still apply for the \$39,872 grant: 1) The grant provides 67% funding of a full-time shop manager position and \$27,872 of the total grant; 2) \$12,000 of the grant will be allocated for volunteer stipends. These stipends are intended for 3-5 workers, each working between 4-10 hours per week, at \$10/hour; 3) All additional hours and educational services created as a result of this grant are intended for the Campus Bicycle Shop only; 4) All payments from the SSC are processed through Facilities and Services, including volunteer stipends.

In order to remain eligible for this award, you must agree to the following:

1. All funds must be spent by July 31, 2013.
2. A final report of all work completed should be provided by August 30, 2013.
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. SSC reserves the right to revoke funding at any time.
6. All projects are expected to follow campus policies as well as any applicable State and Federal laws.

If you agree to the terms and conditions for the funding, please sign on the designated line at the bottom of this letter. If you have any questions regarding these requirements please contact the SSC Program Advisor, McKenzie Beverage, at [mbeverag@illinois.edu](mailto:mbeverag@illinois.edu). You will be notified when the Office of Sustainability officially approves this project. 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.

SSC Signatories

Marika Nell 9/28/12  
Marika Nell  
Chair, Student Sustainability Committee

Kathryn Kinley 9/28/12  
Kathryn Kinley  
Treasurer, Student Sustainability Committee

Office of Sustainability Signatory

P. K. Khanna 11-21-12  
Pradeep Khanna  
Associate Chancellor  
Interim Director, Office of Sustainability

Awardee Signatories

Morgan B. Johnston 10/5/12  
Morgan Johnston  
Sustainability and Transportation Coordinator, Facilities & Services

Rose Kaczmarowski 10-30-2012  
Rose Kaczmarowski  
Steering Committee Member,  
The Bike Project of Urbana-Champaign

# student sustainability committee

university of illinois at urbana-champaign



**Project:** Campus Bicycle Shop

**Funding Source:** Sustainable Campus Environment Fee

**Funding Amount:** \$39,872

**Award Code:** 1-629514-814000-191200-814CBP

**Receiving Campus Unit:** Facilities and Services

**Primary Contact Person and Unit Financial Officer:** Morgan Johnston

**E-mail:** mbjohnst@illinois.edu **Phone:** (217) 333-2668

**Secondary Contact Person:** Rose Kaczmarowski

**E-mail:** roseczmore@gmail.com **Phone:** (217) 778-3708

## **Project Description:**

This proposal seeks to fund 67% of the cost of full-time shop manager position and provide stipends for volunteers for one year. The Campus Bicycle Shop is a cooperative where students can learn how to repair and maintain their bike for transportation throughout the year. The shop provides significant services toward increasing bicycle use on campus, and has received significant previous investment from F&S, SSC, and the Institute of Natural Resource Sustainability. The Student Sustainability Committee is in favor of funding a grant in the amount of \$39,872.