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| --- | --- |
| Year Funding Allocated: | FY13 |
| Funding Amount: | $39,872 |
| Anticipated End Date: | July 31, 2013 |
| Project Leader Name: | Morgan Johnston |
| Project Leader Email/Phone: | [mbjohnst@illinois.edu](mailto:mbjohnst@illinois.edu)  217-333-2668 |
| Today’s Date: | 11/14/12 |

## Project Scope

*Fill in an executive overview here. Include original project scope and describe progress toward the stated goal. Indicate changes to the scope of the project (previous or anticipated).*

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 collaboration with The Bike Project of Urbana-Champaign. It is a space 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 Office of Sustainability.

The Campus Bicycle Shop has hired Ken Sutto as its full time shop manager, as well as three student employees to help organize and run the shop, train volunteers, and repair bicycles to be sold in the shop. The shop is now open full time (32 hours per week, including volunteer-only hours), and is on track in meeting its stated goals. Ken is also in the process of designing mechanics classes that will be available to members in the spring.

In the first Fiscal quarter since Ken began working (August-September), the shop had 769 visits from 398 unique visitors, 78 new membership sold, 61 shop-built bikes sold, and 16 build-a-bikes sold.

## Timeline & Budget

Indicate project timeliness and budget as stated in application. Please indicate if the project is on schedule and within budget.

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| --- | --- | --- | --- |
| Schedule item | Planned Date | Actual Date | Variations from Proposed Timeline |
| Ken Sutto hired/began work | 7/2/12 | 8/6/12 | This change has already been accounted for in the revised (September 2012) award letter. |
| Student employees hired/began work | No stated goal. | 10/16/12 | n/a |
|  |  |  |  |
|  |  |  |  |
| Budget item | **Expense Amount** | **Expense Date** | **Variations from Proposed Budget** |
| Shop Manager Hourly Wage |  | On going | None- on target |
| Volunteer Stipends |  | On going | None- on target |
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## Project Outreach

*Please indicate how the project has been publicized (educational signage, newspaper, poster presentation, etc.). Please list publicity goals that have not yet been accomplished.*

The Campus Bicycle Shop is promoted through flyers, web and social media presence, and at a variety of on campus events. Ken Sutto, the shop manager, talks to the press regularly about bike issues on campus and about the Campus Bicycle Shop. Ken had a table for the shop at Quad Day, the YMCA Dump and Run, and The Go Green Expo as part of 2012 Sustainability Week. Also as part of Sustainability Week, the Campus Bicycle Shop held an open house for anyone to come learn about the shop and meet shop employees and volunteers. The shop has an updated flyer and helps to maintain The Bike Project of Urbana-Champaign’s Facebook page. Finally, every Friday at 5:30pm, the shop hosts a weekly ride to various locations in Champaign-Urbana, which is well attended and open to all.