

April 25, 2009

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

Re: Request for funding from the UIUC Sustainability / Clean Energy Technology Fees
Project: Shut the Sash Model Program Development
Applicant: Jeremy Neighbors

Dear Jeremy:

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 develop a model Shut the Sash Program for Campus VAV Fume hoods) **receive \$4,400 in funding, with the following requirements:** 1) that the committee's support be indicated in program materials, 2) and that all work be completed by December 2010 and that a final report of all work completed and accounting of funds spent be provided to us, as well as electronic copies of all outreach materials developed. If you have any questions regarding these requirements, please contact us at sustainability-committee@uiuc.edu

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. As previously discussed, semesterly updates and account statements describing how funds are being used will be required in addition to a final report on project completion.

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