

**Sustainability Initiatives Revolving Fund (SIRF)**

**Mini Grant Funding Proposal Request Form**

|  |  |
| --- | --- |
| **Project or Event Name:** | |
| Submission Date: | Request Amount: |
| Project Leader: | |
| Email: | |
| Project Coordinator: | |
| Email: | |
| Department or Unit: | |
| **Description of Project, Program or Event:**  Be specific about the campus need, your deliverables and goals for this submission. | |
| **Project Benefits / Justification:**  How does the project support ASU’s sustainability goals, what are the benefits and how will you measure success? | |
| **Project Timeline:** | |
| **Project Budget:** provide a list of estimated expenses by category. Be specific.  (Note – 8.5% will be added to the approved total funding to cover any applicable ASC.) | |
| **Project Deliverables**  To ensure future grant approvals, the following **must be submitted a month after the project or event has taken place:**   * Brief description of the event/project * Deliverables * Analytics or participation numbers * Testimonials * Photos (3) and photo releases | |

|  |  |
| --- | --- |
| Approvals | Signature |
| Department Chair or Director of submitting department |  |
| Director, University Sustainability Practices |  |