

### **SAF Task Force Charge:**

*“To make recommendations to the AS Board of Directors regarding the Sustainable Action Fund operational, programmatic, and budgetary guidelines.”*

### **SAF Task Force Recommendations**

#### **Offset 100% of carbon emissions:**

Our recommendation:

- *Let the SAF Committee decide best option after conducting further research of options.*

#### **Student Positions:**

Our recommendations:

- *Approve the new ESP Marketing Coordinator position.*
- *Allow ESP to decide on further positions in conjunction with the SAF Committee.*

#### **Programmatic and Operational Changes:**

Our recommendations:

- *Approve the changes to the granting program to reflect the 3-tier system.*
- *SAF Committee to work with Office of Sustainability to determine supporting documents. Any changes in Rules of Operation or Charge and Charter continue to pass through the AS Board.*

#### **Final Recommendation:**

*Approve the recommended programmatic and operational changes from the Sustainable Action Fund Task Force, with the allowance of the SAF Committee to work out the final details and any additional changes.*

| <b>Tier Summary Table</b>                  |  |  |  |
|--|--|--|--|
| <b>Tier</b>                                | <b>Tier 1</b>  | <b>Tier 2</b>  | <b>Tier 3</b>  |
| <b>Items in Tier</b>                       | <ul style="list-style-type: none"> <li>• Events/Workshops</li> <li>• Professional Development</li> <li>• Research Grants</li> <li>• Wage Grants</li> </ul> | <ul style="list-style-type: none"> <li>• Purchasing Grants</li> </ul>  | <ul style="list-style-type: none"> <li>• Multi-stakeholder</li> <li>• Complex</li> </ul>   |
| <b>Annual Tier Budget Setting</b>          | SAF Committee  |  |  |
| <b>Who determines proposal tier level?</b> | Applicant with SAF Staff   |  |  |
| <b>Rationale</b>                           | <ul style="list-style-type: none"> <li>• More access to SAF fund.</li> <li>• Broaden scope of SAF.</li> </ul>  | <ul style="list-style-type: none"> <li>• Directly impact students, but don't need involvement in application process.</li> <li>• Simple execution</li> </ul> | <ul style="list-style-type: none"> <li>• Getting away from monetary determination towards complexity of implementation.</li> <li>• Most work and time</li> </ul> |
| <b>Timeline</b>                            | Rolling  | Quarterly  | Based on availability of SAF Coordinator.  |

| <b>SAF Budget</b>      |               |  |   |  |
|------------------------|---------------|--|---|--|
|                        | <b>Total:</b> | <b>Breakdown</b>   |   |  |
| <b>Revenue:</b>        | \$300,000     | Projected. FY 15 Revenue: \$296,879.16   |   |  |
| <b>Administrative:</b> | \$135,440.18  | Payroll: \$77,490.18<br><br>Includes one full-time staff position, two student positions.<br><br>*Does not include 3 new SAF-funded ESP positions.   | Misc.: \$7,950<br><br>Copy and duplication services.<br>Supplies and Materials<br>Other Goods and Services<br>Travel reimbursement<br>Hospitality-receptions<br>Promotional Items<br>Education and Training | RECs: \$50,000<br><br>This currently offsets 97% of WWU's carbon emissions. (Unofficially) |
| <b>Projects:</b>       | \$164,559.82  | For a typical year. Does not include encumbered funds from previous years.<br><br>Funding for the 3 new ESP positions will come out of this. (About \$20,000)<br><br>Funding the 3-tiers divided out from remaining funds. |   |  |