

# Campus Sustainability Fund Spring 2022 Mini Grant Proposal Application

Thank you for your interest in the new Campus Sustainability Fund! This application form may be used to apply for Spring 2022 Mini Grant funding in amounts of up to \$5,000 through March 31st, 2022. Only applications that include thorough and thoughtful responses will be considered. Incomplete proposals will not be reviewed.

Please review our Spring 2022 grant information, including our eligibility and evaluation criteria here: [sustainability.arizona.edu/csf](https://sustainability.arizona.edu/csf)

Please have a completed Mini Grant budget ready to submit before starting this application. The template can be found here: <https://arizona.box.com/s/5wmduso6tz27pyskc822tknf6pxr002v>

After opening the link, click "Download" at the top right corner and it will download as an Excel Sheet.

All character limitations within this proposal include spaces.

For approved projects to receive funding, the project's department must have a STDFEE account as CSF funding can only be transferred to another STDFEE account. If your project's department does not have a STDFEE account set up, we recommend that it be a 265XXXX account. Although not required, we encourage you to use the same range to match the Sustainability Fee account: 2657605. Approved proposals will also be required to complete the Campus Sustainability Fund's Letter of Agreement before funding is dispersed where more details on this will be provided.

All funding must be used by Thursday, June 30, 2022. Unused funding as of this date will be returned to the Fund for reallocation for future funding opportunities.

\*\* Please contact [emilyhaworth@arizona.edu](mailto:emilyhaworth@arizona.edu) for questions, help in completing the budget template, or any other issues. \*\*

Email \*

[madelinewilliams@email.arizona.edu](mailto:madelinewilliams@email.arizona.edu)

## Contact Information

Each project proposal requires a primary and secondary project manager as well as a fiscal officer. If the primary project manager is a student who graduates in May 2022, the secondary project manager must be a staff or faculty member OR a student who graduates AFTER May 2022.

Projects where the primary and secondary project manager are both students require the involvement of a staff or faculty member within the applicable department.

Primary Project Manager Name \*

The primary project manager is responsible for completing this application, answering questions posed by the Campus Sustainability Fund's Committee, and completing all required reporting on project progress and outcomes.

Alexandra Chavez

Primary Project Manager Status \*

Student

Staff

Faculty

Other: .....

Primary Project Manager Email \*

aschavez@arizona.edu

Primary Project Manager Department Name \*

Parking and Transportation Services (PTS)

Secondary Project Manager Name \*

The secondary project manager is the back-up for the primary project manager if they are unable to complete any of the requirements of the Campus Sustainability Fund, particularly completing required reporting on project outcomes.

Madeline Williams

Secondary Project Manager Status \*

Student

Staff

Faculty

Other: .....

Secondary Project Manager Email \*

.....  
madelinewilliams@email.arizona.edu

Secondary Project Manager Department Name \*

.....  
Geosciences

Departmental Employee Contact Name \*

Projects where the primary and secondary project manager are both students require the involvement of a staff or faculty member within the applicable department. The departmental employee contact must be a staff or faculty member within your department who is responsible for monitoring the project's budget and reporting if both project managers are unavailable. If this does not apply to you, type N/A for these responses.

.....  
Alexandra (Alex) Chavez

Departmental Employee Contact Email \*

.....  
aschavez@arizona.edu

Departmental Employee Contact Department Name \*

.....  
Parking and Transportation Services (PTS)

### Fiscal Officer \*

The fiscal officer is a staff member within your department who is responsible for financial transactions and who will support reporting by pulling requested expenses against awarded funding and ensuring that funding is spent within awarded categories.

Janko Bensa

### Fiscal Officer Email \*

jankobensa@arizona.edu

### Fiscal Officer Department Name \*

Parking and Transportation Services (PTS)

### Tell Us About Your Project

#### Official Project Name \*

Please be specific but concise as this name will appear on reports and our website. Creativity is encouraged!

Bike Ready Wildcats

### Requested Funding Amount \*

Please enter this amount after completing the budget sheet and populate the total amount here.

\$3800

## Primary Project Category \*

Please select one category that best encompasses the nature of your project.

- Water
- Energy
- Waste
- Transportation
- Food
- Social Sustainability (including Social/ Environmental Justice)
- Natural Environment
- Campus Life (Health & Wellbeing, Behavior Change)
- Research and Academics
- Carbon Reduction
- Art
- Built Environment
- Policy

## Secondary Project Category \*

Please select a secondary project category. If not applicable, select the same category again.

- Water
- Energy
- Waste
- Transportation
- Food
- Social Sustainability (including Social/ Environmental Justice)
- Natural Environment
- Campus Life (Health & Wellbeing, Behavior Change)
- Research and Academics
- Carbon Reduction
- Art
- Built Environment
- Policy

## Background & Context \*

Please provide any relevant background about your organization/team including your mission and/or expertise. Please also lay out the rationale for the proposed project such as context on the issue that your project would address. This section is meant to give us more information about you, while also giving you more space below to talk toward your proposed project. Responses are limited to 3,000 characters including spaces.

Working for the Office of Sustainability to build maps pertaining to sustainability features on campus, Madeline's attention was drawn to the self service bike stations on campus. The self service bike stations offer a location where tools and an air pump are provided for bike users to make repairs. The four stations across campus are located in strategic places to be the most effective and useful for the campus community. These stations are located near heavily trafficked bike paths to provide convenient service for users, but unfortunately, these stations have been in disrepair and unusable for a number of years. I choose to ride my bike to both class and to work everyday. Not only is this more economic for myself, but it is also more environmentally sustainable. There have been times in which I get a flat tire halfway through my day but don't have the availability to fix it until the very end of the day, after the manned Bike Repair Station on the Mall has closed. On the two occasions that this has happened, I had to walk my bike home because the air pump at the repair station on my way home was out of service. This fate is a frustration to the campus community who rely on resources such as this to commute. Alex Chavez has been passionate about the self service repair stations since the beginning of her career with Parking and Transportation Services (PTS) on campus. As a staff member, Alex sees the stations in disrepair and pushes to fix them but has been unable to secure consistent funding. The self service stations are meant to provide a resource to the community, but unfortunately they have been vandalized to the point where they can no longer provide service, and every time tools are stolen new tools need to be purchased to replace them. This project is intended to repair the current self service bike repair stations around campus to improve the campus community. We also intend to purchase spare parts to make repairs in the future. Repairing these stations will make it easier for many in the community to be able to ride their bikes to campus knowing they will have reliable means of repair should they need it.

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## Project Description \*

Please provide a description of your project. Please include information on the need your project fills and how it does so. Include objectives, an anticipated timeline, and expected impact(s). Responses are limited to 3,000 characters including spaces.

There are currently four self service bike repair stations across campus. Since their installation in 2012 these stations have historically been underfunded and have a reputation of being in disrepair due to vandalism. We hope to remedy this with funding through the Campus Sustainability Fund (CSF) and by relocating some of the stations and by refining the maintenance process. We are applying for CSF funding to restore the four self service bike repair stations on campus to working order and to prepare for future repairs. When the stations are repaired, they will each be fully stocked with the tools necessary for minor bike repairs. In order to repair these stations in the future, we will purchase extra toolkits to replace the tools when they inevitably fall into disrepair. Once repairs to the stands have been made, PTS will assign student staff members to monitor the repair stations weekly. In order to better understand the functionality and usage of the repair stations, we will post QR codes on each repair station that will link to a check-in form that will ask users to take a brief survey. In order to encourage the use of these stations, we also intend to move some repair stations to more highly trafficked areas, where cyclists will be able to access them more readily. By moving some of the stations, we also hope to decrease the likelihood of theft. As these areas will intuitively have more visibility and foot traffic they will in turn make it harder for vandals to steal items in the public view. We intend to also design and purchase signage in order to discourage theft or damage by applying appropriate social behavioral messaging. The Office of Sustainability has agreed to collaborate with PTS in order to design signage, to add the repair stations to the Campus Map, and to create social media posts that encourage the use of the repair stations. By adding the bicycle repair station locations to the Campus Map, the campus community will be able to locate the stations and use them more easily and to create visibility for them to become more well known. Creating posts for social media will allow for the stations to access many more individuals across the community. We expect the first phase of the project to require six weeks to: repair these stations, relocate certain stations, post signage, map the stations, and post on social media. We expect that this resource will allow for the campus community to have access to bicycle repair stations when they truly need them. Many students and staff are unable to access the manned repair station due to time conflicts, and this will allow the community to access the necessary tools at all hours and across campus. The manned station is only open between 11:30am-1:30pm, Monday-Friday. It is our hope and intention that by providing accessible and reliable repair stations across campus, we can provide a level of insurance for bike users and encourage more campus users to choose biking over driving.

## Project Summary Snapshot \*

Please provide a short summary of your project. This summary will be used on our new website and other Office of Sustainability materials, if approved. Think of this as a hyper-concentrated summary limited to just a few sentences. Responses are limited to 800 characters (~60-100 words).

The Bike Ready Wildcats project will financially support Parking and Transportation Services to repair and maintain the four self-service bike stations across campus. Thousands of wildcats bike to campus on a daily basis and we hope these stations provide a level of reassurance that they will be able to get home and back safely on their bikes. Investing in bike infrastructure on campus provides the resources necessary for commuters to bike to campus more often and leave their cars at home.



## Project Feasibility & Logistics \*

Please provide a description of the work that has been completed so far to make this project feasible. Have all relevant partners been contacted/coordinated with? Please identify them in your response. Have you received reasonable quotes for supplies? What research has been completed to lay the foundation for this project? Proposals that have not thoroughly pre-planned may be rejected outright. Responses are limited to 3,000 characters including spaces.

Parking and Transportation Services was quickly identified as the operator and responsible party for the bike self repair stations on campus. Prior to meeting with them, an audit of the current stations was performed to identify what items would need replacing and what general state of repair they were in. We met with Alex and Javier from PTS to better understand the history of these stations. We discussed the origins of the repair stations, the history of the maintenance, and how they got to their current state of disrepair. A lack of funding is the biggest reason that the stations fell into disrepair; the cost of replacing the tools over and over again did not seem justifiable. PTS funding also took a big cut due to the pandemic and has limited their ability to fund projects like this. The project aims to help reduce the amount of theft through relocation and increased signage, while using a QR code survey to help track how often this resource is being used and in turn justify future investment by PTS.

With this information we now know what is necessary to bring the stations into working order and to prepare for the eventuality of necessary repairs. In order to first repair the stations we will need to purchase the broken and/or missing parts. To prepare for the future, we will also purchase the parts/tools that have historically needed to be replaced most often. An audit of the repair stations took place earlier this month and we made a list of all of the tools and parts that would be needed to bring the stations back into working order. We have received a quote for eight new sets of tools, an air pump, and pump replacement parts from the original repair stand manufacturer, Dero. The quote is attached to this application and included in the budget. PTS will be responsible for repairing the stands once parts are received, and they will be responsible for ongoing maintenance. PTS will also be responsible for relocating any bike repair stations when we find better locations for them that might reduce theft and increase usage. In order to produce the signage we desire, we have been in contact with the Office of Sustainability to collaborate with them and their student employees. The Office of Sustainability has agreed to add the self repair stations to their layer of the campus map and to aid in the design process of the signage. Madeline will work with PTS and the Office of Sustainability to create a series of social media posts to share across networks to advertise the newly refurbished bike repair stations. PTS has agreed to print the signage and help install signs and stickers where necessary. PTS will be donating the time for servicing the stations and for ongoing maintenance and this is reflected on the budget. We have been in contact with Alex Chavez, Javier Montenegro and Janko Bensa from Parking and Transportation Services as well as CJ Agbannawag from the Office of Sustainability.

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## Environmental Sustainability Outcomes \*

Please provide a brief description of how you expect your project to advance environmental sustainability on campus. Responses are limited to 3,000 characters including spaces. A definition of environmental sustainability is provided in our Spring 2022 Information.

The University of Arizona has a stated goal to reach carbon neutrality by 2040 and addressing emissions from commuters will be key to reaching this goal. In 2019, commuters to campus produced 34,181 metric tons of CO<sub>2</sub>; that's over 13% of the University's entire carbon dioxide emissions for that year. Bike repair stations seem like a small investment, but they can help lay the foundation for larger shifts in behaviors. One way to encourage individuals to change a behavior is to help make the new behavior as easy as possible to incorporate into their routines. In order to encourage cycling as a primary mode of commuting and transportation, cyclists must have the infrastructure to make sure they feel confident that they can reliably get to campus and home on time. By funding well maintained bike repair stations we hope to provide this layer of support to make the choice of cycling easier for commuters. Beyond the carbon emissions aspect, by paying to repair the stations rather than replacing them, we will be keeping unnecessary waste out of the landfill.

## Social Sustainability Outcomes \*

Please provide a brief description of how you expect your project to advance social sustainability on campus. Responses are limited to 3,000 characters including spaces. A definition of social sustainability is provided in our Spring 2022 Information.

Increasing the bikeability of campus can have many positive social impacts that benefit the whole community around campus. One of the overarching goals of this project is to increase the quality of life for the entire campus community through safety and connection. For many of our faculty, staff, and students, driving a car on a daily basis may not be financially feasible. There are many costs associated with driving, and students should not have to worry about whether they can afford to get to campus or not, when they should be able to focus on their studies and thriving as a student. We recognize that biking may also have its financial restraints, but on the whole it is cheaper than driving for those who are physically able to use it as a mode of transportation. We hope that by maintaining a network of self repair stations throughout campus, we can make campus more accessible for those in our community who rely on biking as their primary form of transportation. It is also important to address that many users of these stations might not be campus members. The University is a major thoroughfare for cyclists who are heading to and from the Downtown/4th Avenue area. The self repair stations will support the community by being available to anyone at all hours who are traveling to work or home, and helping to make our community more bike friendly for all.

Safety is another concern that we are addressing in our proposal. By moving some of the service stations into more visible locations, we will make them safer to the users by putting them into more heavily trafficked areas, and out of areas that might be secluded from others. For users that are on campus late at night for study groups or work, these relocated stations could provide an additional layer of security as they will be in more visible areas.

Finally, new stickers and signage will be created to be posted on and around the stations to help discourage theft. In addition to moving locations into more visible areas, we will utilize a form of communication called "social norm communication" to come up with content for signage that will hopefully discourage theft and vandalization of the repair stations. This is the type of communication that hotels use to keep you from washing towels too frequently in a bid to save water. Madeline, PTS, and the Office of Sustainability will work together to develop this language before printing stickers/signs.

## Student Leadership & Involvement \*

Please provide a brief description of how you expect your project to benefit students on campus regarding the creation of leadership opportunities or student engagement. What leadership opportunities exist within your proposal? If you plan to hire/ or involve students, please describe in what capacity. For example, if you plan to hire students, create an internship, or seek student involvement, please describe relevant details thoroughly (wages, responsibilities, duration of job, extent of involvement, how you will solicit/ market these opportunities etc.). Responses are limited to 3,000 characters including spaces.

As mentioned before, we hope to help change the behavior of commuters who are choosing driving over cycling to make the choice to cycle easier by offering well maintained self repair stations. The idea is that by removing the fear of having a broken bike on campus, commuters may be more comfortable to bike more often. Simply providing tools is only part of the solution. All self repair stations will have stickers with QR codes that lead them to a website by the station's manufacturers on how to perform basic repairs using the tools provided at the repair stations. Additionally, Madeline will work with the Office of Sustainability and PTS to develop some short videos about basic bike repairs that can be done at the stations to help educate the campus community about the revamped repair stations. Signs will also be designed by PTS and the Office of Sustainability to help draw attention to the repair stations at the start of the Fall 2022 semester.

Tracking will be important to help show the effectiveness of the stations and to provide better biking services for our community in the future. We plan to create a short survey and checkin form that will be posted on all of the self repair stations, and that can be accessed by scanning a QR code on a sticker on the stations. This will be a short questionnaire asking users questions like "Are any tools missing from the station?", "How many days a week do you bike?", "What would make biking to and from campus easier?". The idea is to collect some basic information about the stations at the time, how many people are using them, and even collect thoughts from users about their attitudes towards biking on campus.

## Education, Outreach, & Behavior Change \*

Please provide a brief description of how you expect your project will communicate its impacts to the campus community. How will your project educate the campus community and/or incorporate outreach and behavior change? How are you reaching beyond the "sustainability choir?". Responses are limited to 3,000 characters including spaces.

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## Timeline

We understand that for some Mini Grant projects, having a deadline of June 30th, 2022 is not enough time. Should you feel that your project cannot be completed and closed out by this date, please provide a thorough explanation as to why your project requires a project timeline extension. Timeline extensions will be granted on a case-by-case and limited basis. Responses are limited to 3,000 characters including spaces. This questions is optional, please omit if not relevant to you.


We intend for this project to be completed before the June 30, 2022 completion date.

## Project Budget \*

Please provide a completed project budget using our Budget Template. The template can be found here:

<https://arizona.box.com/s/5wmduso6tz27pyskc822tknf6pxr002v>

Using the link, click "Download" at the top right corner and it will download as an Excel Sheet. You will need to sign into Box if you haven't used it prior. Please save your Excel sheet as: Project Name\_Budget Template

 Campus Sustain...

This form was created inside of University of Arizona.

Google Forms