Choose Your Goal
Choose a primary goal that you want to achieve with this project. Review the three pillars and brainstorm what angle would have the greatest impact.

Identify Your Target Audience
Who would benefit most if this was achieved? Are you targeting a specific audience with this goal? How can you most effectively target this audience?

Who Can I Partner With
Partnering is an excellent way to get your application noticed. What UWT group or organization on campus would aid in you achieving this goal? How could it benefit them?

Make A To-Do List
Our Application requires a Letter of Intent (LOI), Implementation Plan, and Funding Plan. Don’t be intimidated- check out our resources or schedule a meeting with one of our Team members. We’d love to help!

Set A Date & Execute
Now that you’ve identified your angle, be prepared to utilize your implementation plan if your project is accepted! We’re looking forward to working with you.
Ensure that your project is reasonable and deliverable in your proposed timeframe.

Please review the project guidelines section on our website. Projects that do not meet the criteria will be denied.

**CHOOSE YOUR GOAL**

Projects should address at least one sustainability pillar including environmental, social, or economic. Projects must center student voices, needs, demonstrate student leadership and involvement, and prioritize accessibility, safety, and student wellness. If a project is not visible or interactive, strategies for student awareness must be created.

**IDENTIFY YOUR TARGET AUDIENCE**

Once you’ve identified your goal, consider who would most benefit from this project. Consider your target audience when brainstorming marketing, partnerships, and event planning.

**WHO CAN I PARTNER WITH**

- Project Partners can aid in reserving spaces, housing materials or products, advertising your project, and assisting you with the process itself.
- Reach out to other applicable student supporting funding services to increase budget.
- Provide HSF with a letter of support if a partnership is confirmed.

Giving Garden - uwgarden@uw.edu
UWT Pantry - pantry@uw.edu
West Coast Grocery - zurchera@uw.edu
Center for Student Involvement - uwtisi@uw.edu
UW Y Student Center - cinamasu@ymcaaptc.org
UWT Facilities Management - facility@uw.edu
UWT Transportation Services - transit@uw.edu
PAWS - uwt@paws@uw.edu
ASUWT - asuwt@uw.edu

**SET A DATE AND EXECUTE**

If you’re requesting funding for an event, consider the following when setting a date.

- Consider what day of the week student participation may peak. For example, students are less likely to participate on a Monday in comparison to a Thursday.
- Set a reasonable time. Consider class-times and other event dates and times.
- Communicate with any partners and assure that the projected date is reasonable and executable.

**MAKE A TO-DO LIST**

We require prepared documents in our application. Large Grants are especially competitive, so plan ahead and ensure the criterion are met.

**RESOURCES**

- How To Apply PowerPoint
- Funding Guidelines
- Eligibility

Available at https://www.tacomaw.edu/involvement/hsf

**PROJECT DEVELOPMENT GUIDE**

Contact Information:

Genevieve Conley - gmconley@uw.edu
Project Development Specialist - hsfpdp@uw.edu
Diversity, Equity, & Inclusion Specialist - hsfdiversity@uw.edu
Outreach Coordinator - hsfoutreach@uw.edu
Project Idea Guide

**Economic**
- Project Topic Ideas:
  - Creating On-Campus Student Opportunities
  - Student Cost-Reduction Solutions
- Funded Project Example:
  - Giving Garden Solar Panel Installation

**Eco-Environmental**
- Project Topic Ideas:
  - Accessible Sustainable Products
  - Global Warming Action
- Funded Project Example:
  - Drag Brunch

**Social**
- Project Topic Ideas:
  - On-Campus Education Tools
  - Indigenous Community Protections
- Funded Project Example:
  - Neonatal Abstinence Syndrome (NAS) informational brochure

**Socio-Environmental**
- Project Topic Ideas:
  - Community Awareness Events
  - Sustainably-Driven Policy Change
- Funded Project Example:
  - Cultivating awareness and connection to marine ecosystems in Tacoma’s youth

**HUSKY SUSTAINABILITY FUND
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