UW-LA CROSSE GREEN FUND BYLAWS

Article I. Purpose

The Green Fund exists in order to fund projects that promote the ideals and practices of environmental sustainability at the University of Wisconsin La Crosse. It is funded by student segregated fees and can be used for projects that promote sustainability on campus, including but not limited to: renewable energy, waste reduction and recycling initiatives, and energy efficiency projects.

Article II. Green Fund Funding Criteria

Section 1. Collection of Green Fund

Each semester starting in the Fall of 2013, an amount up to $7 will be collected from each University of Wisconsin La Crosse student and placed into the Green Fund, totaling $60,000 per semester. The amount collected per student per semester will vary as the amount of students varies each semester, but the total amount placed into the Green Fund each semester will always total $60,000, unless the “Cap” described in Article II Section 5 is reached.

Section 2. Eligibility for Funding

The Environmental Sustainability Reserve, or “Green Fund” can be used to fund projects for non-GPR facilities including, but not limited to:

- Residence Halls
- Cartwright Center
- The Recreational Eagle Center
- Whitney Center
- Veteran’s Memorial Stadium

The fund cannot go towards:

- Trees
- Landscaping not related to gardens, rain gardens and green roofs
- Faculty or Staff salaries
- Items typically included in other entities’ ongoing budgets

Section 3. Evaluation Criteria for Proposed Projects

Highest Priority

- Impact on the Student population at UW-La Crosse
- Impact on carbon footprint: including reduced energy usage through efficiency and renewable energy
- Collaboration with other organizations: through funding matches, joint planning, or in the execution of the project
- Visibility: that projects be conspicuous and noticeable
- Able to demonstrate a quantifiable return on investment
- Innovation: new initiatives not typically funded by other entities
Medium Priority:
  • Size of project: projects with greater magnitude preferred
  • Interdisciplinary, and engage multiple stakeholders
  • Educational value: increasing student understanding of environmental issues or actions
  • Possibility for future expansion: growth from a pilot into a standing program

Other important considerations:
  • Purchasing ethics: considerations such as fair trade, etc.
  • Community outreach and support of local/sustainable businesses

Section 4. Earmarking of Funds

4.1 Funds may be earmarked for large projects not to exceed Sixty percent of the funds collected during the academic year.

4.2 Funds for a single project may only be earmarked for four academic years.

4.3 In the event that the Green Fund Referendum fails, the earmarked funds for ongoing projects will continue to be collected until the full balance of the project has been paid in full. During this time, no further proposals will be accepted.

4.4 An allocation of $20,000 per year from the green fund will be administered by JCES and Green Fund Coordinator. $10,000 will be allocated for Fall semester and the remainder of the $20,000 that is unspent will be allocated to Spring semester.

4.5 JCES and Green Fund Coordinator determine eligibility of applications for green fund mini grant requests.

4.6 No grant is to exceed $2,000 per project.

4.7 Green Fund mini grants will be limited to currently enrolled UW-La Crosse student applicants.

4.8 Green Fund mini grant requests will be required to meet the same criteria as regular green fund applications.

4.9 Mini grants will be exempt from 4.1, 4.2, 4.3 of section 4.

Section 5. Cap on Funds

5.1 In the event that the amount of non-allocated funds accumulate in the Green Fund reaches or exceeds double the amount collected each year ($240,000) at the end of a semester, funds will not be collected for the next semester. If the $60,000 is scheduled to be collected during a given semester and would put the total amount of non-allocated funds over $240,000, funds will only be collected to bring the total up to $240,000. Using the method outlined above, the non-allocated funds within the Green Fund shall not exceed $240,000. After this process occurs, if the fund is spent down below the $240,000 limit, funds will then be collected again in accordance with Article 2, Section 1.
5.2 Non-allocated funds are defined as funds that have not been specifically designated for a purpose. Funds that have been earmarked for a future project or have been allocated to a project that has not been completed are not considered non-allocated funds.

Section 6. Spending of Funds for Approved Projects
6.1 All funds allocated for projects must be spent within the proposed timeline of the project.

6.2 Funds not spent must be returned to the Green Fund.

6.3 In the event that extraneous circumstances prohibit projects from spending all allocated funds during the originally proposed project timeline, the Green Fund Coordinator shall determine whether or not to grant an extension on the funding timeline.

6.4 In the case that project budgets fall under the amount that has been approved, funds must be returned to the Green Fund.

Upon approval of Green Fund applications,

6.5 Green Fund mini grant funds must be spent within a two (2) semester timeframe. Applications submitted Fall semesters have until the end of the following Spring semester to be spent. Applications submitted Spring semesters have until the following Fall semester to be spent. Unspent funds will be relinquished to the Green Fund.

Article III. Green Fund Grant Review Process

Section 1. Application Deadlines
There shall be one application deadline per semester. The deadlines are to be set by the Green Fund Coordinator.

Section 2. Application Review Process

• Green Fund Grant Proposals will be first reviewed by the Joint Committee for Environmental Sustainability. Proposals will be reviewed and assessed. Proposals meeting criteria may be strengthened before being forwarded to the Segregated University Fee Allocation Committee.

• The Segregated University Fee Allocation Committee will review and assess Green Fund Grant Proposals for value before forwarding them to the Student Senate. The Segregated Fee Allocation Committee is responsible for allocating segregated fees paid by students as defined by the Board of Regents Policy. Final Green Fund Grant Proposals are presented to the Student Senate as a whole, discussed, and voted on for final funding.

Article IV. Green Fund Coordinator

There shall be one student position in charge of the administrative and financial duties concerning the Green Fund.

Section 1. Hiring of the Green Fund Coordinator

1.1 Applications for Green Fund Coordinator are prepared, made available to students, and
received by the University Centers office in the beginning of March during the semester preceding the beginning of the Green Fund Coordinator’s term.

1.2 Only applicants enrolled as students at the University of Wisconsin La Crosse for a minimum of 6 credits shall be considered as applicants.

1.3 The Director of University Centers, one University Centers graduate student, and the current Green Fund Coordinator will review applications and interview candidates during the first two weeks in April. They will then nominate the candidate seen as most capable of performing the duties of the Green Fund Coordinator.

1.4 The nominee for Green Fund Coordinator must be approved by the Student Senate.

Section 2. Compensation of the Green Fund Coordinator

The Green Fund Coordinator shall be paid a salary of $1,000 per semester out of the Green Fund. They are expected to work an average of 10-15 hours per week performing their duties outlined in Article IV. Section 3.

Section 3. Duties of the Green Fund Coordinator

The Green Fund Coordinator’s duties are as follows:

• Monitor the progress of current Green Fund projects.

• Attend all Joint Committee for Environmental Sustainability Meetings as a non-voting committee member.

• Assist students, faculty, and staff with Green Fund projects and applications.

• Prepare an annual report at the end of each school year of the Green Fund’s expenditures and funded projects and put information about each project on the UW-L website.

• Research and prepare one or two applications for possible Green Fund projects. The priority of the Green Fund Coordinator should be to prepare an application for a large capital project of a type that has not yet been funded.

• Meet with the Vice Chancellor for Administration and Finance and representatives from the Department of Facilities Planning and Management regularly while preparing the abovementioned application for a large capital project.

• Attend SUFAC and Student Senate meetings in which Green Fund proposals are being discussed and answer questions pertaining to the proposals.

• Set the deadline for the Green Fund proposals. There shall be one proposal in the Fall Semester and one proposal in the Spring Semester of each academic year.

Section 4. Mid-term replacement of the Green Fund Coordinator

4.1 The Director of University Centers and the graduate student responsible for overseeing the Green Fund Coordinator will monitor the progress of the Green Fund Coordinator. If the Green Fund Coordinator is not performing the above duties, they reserve the right to
remove the Coordinator. The results of the vote shall be forwarded to the Student Association President and Vice President within five business days.

4.2. In the event that the Green Fund Coordinator resigns or is removed, an interim Green Fund Coordinator may be appointed by University Centers and approved by Student Senate to fulfill the remainder of the term, foregoing the application process.

Article V. Green Fund Referendum

Every five years following a referendum, another referendum shall be conducted to ask students if the fee should continue. If a referendum fails and funds have already been earmarked for ongoing projects, the guidelines found in Article II Section 4.3 shall be followed.

Article VI. Bylaw Amendment

Amendments to the Green Fund Bylaws may be made by a ⅔ vote in the Student Senate.