COVER PAGE

PROJECT INFORMATION

Please complete the fields below with information regarding your project.

Project Title   Green Wall Rejuvenation

Brief Description   Installed green wall in 2013. 7 years later and it really needs work. We've always taken good care of it, but now it needs a deep cleaning (we don't have the tools to do this) and it needs new plants.

Total Estimated Project Budget $980   **Amount Requested from SPF** $980

Campus(es) Impacted   ☒ Downtown ☐ Macdonald ☐ Gault Nature Reserve ☐ Other

CONTACT INFORMATION

Project Leader
This person must be a current McGill University student, administrative staff, or academic staff.

Name	Nadine Lessard	Affiliation	Administrative Staff
Phone	514-398-5857	Faculty/Unit/Organization	Enrolment Services
Email	nadine.lessard@mcgill.ca	Campus	Downtown

Project Team Members
The SPF encourages you to be inclusive, collaborative (especially between staff and students), diverse, and interdisciplinary when possible. To list more members, please e-mail the list to SPF Staff to include with your application.

Name	Allison Duff	Affiliation	Administrative Staff
Email	allison.duff@mcgill.ca	Faculty/Unit/Organization	Enrolment Services
Name	Heidi Emami	Affiliation	Administrative Staff
Email	heidi.emami@mcgill.ca	Faculty/Unit/Organization	Enrolment Services
Name	Hannah Eichenwald	Affiliation	Administrative Staff
Email	hannah.eichenwald@mcgill.ca	Faculty/Unit/Organization	Enrolment Services
Name	Elvira Chiappetta	Affiliation	Administrative Staff
Email	elvira.chiappetta@mcgill.ca	Faculty/Unit/Organization	Enrolment Services
Name	Snow Deschamps	Affiliation	Administrative Staff
Email	snow.deschamps@mcgill.ca	Faculty/Unit/Organization	Enrolment Services

SUBMISSION INFORMATION

In line with the SPF Eligibility Criteria, our team certifies that this project takes place at McGill University, is sustainability focused, is requesting seed funding, and is action oriented.   ☒ Yes ☐ No

Our team has read the SPF Terms & Conditions and agrees to respect them.   ☒ Yes ☐ No

Our team understands that this application is not confidential and consents to have its contents shared with relevant stakeholders during the review process and, if approved, on the SPF website.   ☒ Yes ☐ No

Our team agrees to have their contact information included in the complete and shared application.   ☒ Yes ☐ No

PROJECT OVERVIEW + PLAN

<table>
<tr><td>Instructions: Please answer the questions as clearly and concisely as possible; then, submit your draft online. SPF Staff will respond with feedback on your application within 2 weeks. Once finalized, the application will be provided to the SPF Governance Council for their review and decision. As a reminder, all SPF applications are assessed using the <u>SPF Eligibility & Evaluation Criteria</u>:</td></tr>
</table>

ELIGIBILITY CRITERIA		EVALUATION CRITERIA		
AT MCGILL	**SUSTAINABILITY FOCUSED**	**ANALYSIS**	**IMPACT**	**FEASIBILITY**
SEED FUNDING	**ACTION ORIENTED**	**COLLABORATION**	**SUPPORT**	**CAPACITY BUILDING**

Before starting, you may find it helpful to consult the <u>SPF Sustainability Brief</u> and <u>Vision 2020 Climate & Sustainability Action Plan</u>.

CONTEXT

Criteria assessed in this section: **SUSTAINABILITY FOCUSED, ANALYSIS**

1. **What specific sustainability-related need/issue have you identified at McGill and aim to address through your project? In your response, please describe clearly how the need/issue is related to sustainability and what research you have done on this issue, if any.** *Note: Please wait to detail your project idea in Question 2. Limit ~200 Words*

> Our green wall was generously donated by the class of 2013 and is cared for by McGill staff. This green wall is designed to improve air quality, create a relaxing atmosphere, and inspire others to go green on campus. Green walls also reduce noise by reflecting, refracting as well as absorbing acoustic energy. Our wall is located in the student waiting area of Service Point. It is a great spot because this area gets a lot of traffic, so many people see it and I really do think it inspires people to "green" their indoor work areas.

PROJECT IDEA

Criteria assessed in this section: **ALL ELIGIBILITY & EVALUATION CRITERIA**

2. **What is your project idea? Please describe the idea thoroughly and concisely. In your response, share how the project is new or how it complements, builds upon, or scales existing initiatives.** *Limit ~400 Words*

> Our green wall was installed in 2013. Now, it's 7 years later and it really needs work. We've always taken good care of it, but now it needs a deep cleaning (we don't have the tools to do this) and it needs new plants. We have a team of people who take care of it and everyone does a good job. We've done really well over the years, but at this point, it needs rejuvenation and we just don't have the tools or money to do this. Even if we did have the money, we don't have the place to store something like a ShopVac. We've used our own money over the year to buy cleaning products and plants. We received a quote from Planterra (the maker of our green wall) and it will cost us 275$ in labour as well as 576$ in plants, plus tax, plus extra for future maintenance. We love our green wall and we want to keep it going in order to continue to inspire others to green up their work spaces and just make our "indoor world" that much better.

3. **Is your project related to the University's <u>Vision 2020 Sustainability Strategy</u>?** ☐ Yes ☐ No ☐ Not sure

   If yes, how does it relate? Please refer to the <u>strategy category or related action</u> from the <u>2017-2020 Climate & Sustainability Action Plan</u> in your response. *Limit ~100 Words*

> The success of our green wall relies on a few key elements, such as staff engagement, effective communication and the common goal of putting sustainability at the forefront of McGill (what better place than Service Point do do so!?) Our living wall is not just a rising trend, but incorporating living nature into urban environments not only looks much more inviting, but as previously mentioned, it has a number of other benefits and purposes.

IMPLEMENTATION

Criteria assessed in this section: **ACTION ORIENTED, FEASIBILITY, IMPACT**

4. **List the key activities for your project and indicate the timing for these on the right. Please be specific and realistic when formulating your activities, ensuring that they are achievable within the indicated timeframe.**

Key Project Activities	Start Date (MM-DD-YY)	End Date (MM-DD-YY)
Deep cleaning of the green wall	05-01-2020	05-01-2020
Rejuvenation of the green wall plants	05-01-2020	05-01-2020
Green wall care is always long term		

5. **Please describe what will happen to your project after the SPF funding ends. Additionally, please share if anything will be produced or installed (e.g. a workshop guide, equipment, a toolkit, a network, website, etc) and indicate how this will be maintained.** *Limit ~200 Words*

Hopefully our green wall will continue to thrive and inspire people on campus to live a "greener" life. It will continue to bring people from different units in Enrolment Services together to talk about sustainable initiatives. Since coming together for the green wall, we've created an ES Sustainability Committee where we created an ES Action plan, we've accomplished bronze certification for a couple of our units (working on more!), we've transitioned to work parties that are a lot more sustainable (we try not to use single use plastics!), we take part in the Staff Gardens' initiative and we've just recently acquired a NutriTower! We're so excited about all of these initiatives and really, for us, it all started with the green wall - bringing like-minded people together.

TRANSFORMING CAMPUS

Criteria assessed in this section: **AT MCGILL, IMPACT**

6. **In the table below, describe the project's 1-3 main impacts on the McGill community or its main goals to accomplish. Please check the McGill stakeholders that will be impacted. Finally, please list at least one key success indicator for each impact (e.g. # people engaged, % waste diverted, # buildings certified, etc.)**

		Main Impacts/Goals	McGill Stakeholders Impacted (check all that apply)	Key Success Indicator(s)
REQUIRED	1	Bring like-minded people together to care for a clean, fresh green wall for all to enjoy.	☐ Undergraduate ☐ Academic Staff ☐ Postgraduate ☒ Admin. Staff ☐ Alumni	Take note of the # of new people who decide to participate in caring for the green wall
OPTIONAL	2		☐ Undergraduate ☐ Academic Staff ☐ Postgraduate ☐ Admin. Staff ☐ Alumni	
OPTIONAL	3		☐ Undergraduate ☐ Academic Staff ☐ Postgraduate ☐ Admin. Staff ☐ Alumni	

STAKEHOLDER ENGAGEMENT

Criteria assessed in this section: **AT MCGILL, COLLABORATION, SUPPORT, CAPACITY BUILDING**

7. **Please list 3-5 key stakeholders involved in your project, indicating their role and support. If the stakeholder has provided a support letter, please indicate so here and attach it as an appendix document.** *Note: Projects involving modifying a space on campus, making a permanent installation, hiring a full-time staff, or adding/modifying a garden, etc., must seek permission from the appropriate stakeholder(s) (e.g. building director, Campus Planning and Development office, staff supervisor, etc.). SPF Staff can help you assess if any key stakeholders need to be added to your list.*

Stakeholder's Name(s)	Title	Role in the Project	Support/Permission	Support Letter
Gillian Nycum	University	Leader of ES (allows time for	Confirmed support	N/A
Heidi Emami	Associate	Actively cares for the green	Confirmed	No
Nadine Lessard	Assistant to	Actively cares for the green	Confirmed	No
Allison Duff	Admissions	Actively cares for the green	Confirmed	No
…and many others		who will actively care for the	Choose one.	Choose one.

8. **How will you communicate about your project and share its impacts with the McGill community? Please describe your key tactics (e.g. social media, workshops, tabling, etc.).** *Limit ~200 Words*

Email, Instagram, Facebook, Twitter.

9. **If applicable, are there any training, volunteer opportunities, jobs, or complementary applied student research integrated in your project? Please describe.** *Limit ~100 Words*

N/A

PROJECT BUDGET

Criteria assessed in this section: **FEASIBILITY**

Revenues

Indicate any funding you will receive or may receive to complete your project, including funds from McGill Departments and Units.

Funding Source(s)	Amount Requested	Request Status
Sustainability Projects Fund (SPF)	$980	Requested
	$0.00	Choose one.
	$0.00	Choose one.
	$0.00	Choose one.
REVENUES GRAND TOTAL *(must match Expenses Grand Total))*	**$ 980.00**	

Expenses

Indicate your project expenses below. In the Funding Sources column, use the reference number from the first column of the Revenues section, above. You may list more than one source if applicable (e.g. 1,3).

Item Description	Unit Cost	# of Units	Total Cost	Expense paid by SPF?
Deep cleaning labour/tools	$275.00	1	$ 275.00	Yes, fully
96 (4 inch pots) plants	$576.00	1	$ 576.00	Yes, fully
Taxes	$128.00	1	$ 128.00	Yes, fully
			$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
	$0.00		$ 0.00	Choose one.
			Expenses Subtotal	**$ 979.00**

Salaries & Wages

If applicable, please indicate any paid positions needed for your project. Please note: if you complete this Salaries & Wages section, you must also complete the Staff Position Information Appendix.

Position Title	~# Hours per Week	~# Weeks	Hourly Wage	Subtotal	+ 20% Benefits	Total Cost	Funding Sources
n/a			$0.00	$ 0.00	1.2	$ 0.00	
			$0.00	$ 0.00	1.2	$ 0.00	
			$0.00	$ 0.00	1.2	$ 0.00	
			$0.00	$ 0.00	1.2	$ 0.00	
			Salaries & Wages Subtotal			**$ 0.00**	

EXPENSES GRAND TOTAL *(must match Revenues Grand Total)*	**$ 979.00**

APPENDIX

Relevant Support Documents

List any appendix documents in order in the table, below.

Please keep the total number of pages as low as possible (recommended maximum is 5). Please include any relevant support letters.

Doc #	Appendix Document Title	# of Pages
1		
2		
3		
4		
5	Staff Position Information Appendix, if applicable	