**Green Fund Project**

**Final Report**

This report may be published on the SIU Sustainability website.

Name of person(s) completing report:

Identify if the person completing report is a student, faculty, and/or staff:

Department:

Contact Phone and email address:

Faculty Advisor (if applicable):

Project Title:

Project ID #:

Award Date:

Completion Date:

Total Funds Used:

1. Provide a summary of your project/project experience.
2. Provide a summary of your results (environmental, social, and/or economic) including quantifiable data as appropriate (ex. # of individuals reached, lbs. diverted from landfill, energy saved, etc.).
3. Summarize how your project promoted the Green Fee/Sustainability on campus including, but not limited to, flyers created, screenshots of website, signage, etc. Please include website links, if applicable. (Reminder: you are required to promote your project using at least 2 items from the awardee website promotion list.)
4. Provide evidence of how you used the Green Fund Marker in your project.
5. Is there anything you would do differently if you were to do a similar project in the future? If so, please describe.
6. Provide as an attachment to the email (see email address below) a minimum of 5 digital images. A minimum of one of the five images should include a person. Images should be of high a quality as possible and be attached in jpg format, if available. Images will be used to promote interest in sustainability projects on campus and may be used on our website and in other promotional material. These can be photos of the progress of the project or the completed project. Provide captions for photos here.
7. In 2-5 sentences, describe what you learned from completing the Green Fund grant process. Include a detailed response (Do not simply respond “yes” or “no.”) to at least one of the following questions to help us understand how this project has impacted your overall university experience.
	* Do you have a different understanding of sustainability now than you did at the beginning of the process?
	* Did you apply knowledge or skills learned from courses at SIU?
	* Did the completion of the Green Fund grant process help to prepare you for your future career opportunities?
8. List suggestions for the SIU Sustainability Council to improve the Green Fund Award Process here:

Final Report forms should be sent electronically, in editable Microsoft Word format, to greenfund@siu.edu. This should be completed before requesting final reimbursement. A Sustainability Council designate will review final reports before releasing funds.