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|  | **Charlotte Green Initiative****Small Grant Application**(for requests of **$500 or less**) |

Notes: Items marked by \* are required for a completed application. If the project cost is greater than $500, please use the Large Grant Application at [cgi.charlotte.edu](http://cgi.charlotte.edu/)). Submit the completed form along with any attachments to: charlottegreeninitiative.cgi@gmail.com .

1. **\* Project Name:**

 (Please change the name of this file to the project name)

**2. \* Submission Date:**

 **3*.* \* Applicant Information** (Must be student or staff at UNC Charlotte):

Name of Applicant:

Address:

Phone Number (cell):

Email Address (campus email):

 **4. University Partner(s):**

 Some small proposals require a campus partner to be viable long-term. Please list the advisor, partner organization, department, or university employee who has agreed to support your project long-term. Please provide their contact information. *If this project requires long-term maintenance, you will need to recruit a campus entity to take on that responsibility.*

**5.** **\* Project Description**:

**6.** **\* Justification as a Sustainability Project** (describe how the project fits campus sustainability goals or contributes to a culture of sustainability):

**7.** **\* Total Amount of Funding Requested** (Maximum $500):

**8. \* Budget** (insert a table or attach a spreadsheet file with detailed estimates of project costs, e.g. listing items to be purchased, cost per item, number to be purchased.)

**9.** **\* Timeline & Completion** (insert text or table with major steps for the project and expected dates. Please indicate a milestone that will mark the end of the project and grant spending):

**10.** **Attachments** (e.g., letters of supportor graphics).