UTSA has identified ten institutions to serve as peer models of excellence. These institutions have all ascended to new levels of excellence within a short period of time. The aspirational qualities of these institutions will serve as a metric to gauge UTSA’s progress into aligning UT institutions with the State Higher Education plan.

The Sustain Seed grant is an opportunity for you, not only to grow academically and develop professionally, but also to play an active role in making the 10-year vision plan a reality.

Differing from the Sustain grant, the Sustain Seed grant funds only small research projects that don’t require full vetting of stakeholders, lengthy cost estimates, or a return on investment. These awards will be under $4,000, and are meant to be seed funding for students in the undergraduate and master’s degree category who otherwise would be unfunded.

Awards are based on project proposal review and available funding. The funding may be used for materials, conferences to present research, small projects, or related expenses for research, etc. Applicability will be determined by committee review.

To apply for the Sustain research seed grant you must email an electronic copy of your project proposal, addressing each of the sections below to sustainability@utsa.edu, no later than 4:00PM on September 13th of 2019. In the email subject line, please place: SUSTAIN SEED PROPOSAL FY19, (Project Proposal Name). Each project will be reviewed and scored by the Sustainable Initiatives Review Sub-Committee (SIRS-C). If you have any questions please do not hesitate in contacting the Office of Sustainability to discuss.

1) **Project Title and Applicant Information:** Name and contact information, phone and email. Include how long you have been attending UTSA, your anticipated graduation date, and who your academic advisor and academic department Chair is. Be sure to attach a digital copy of your updated CV with your project proposal submission.

2) **Project Narrative:** This is the space to explain your project concisely, use no more than 500 words. The narrative should explain how your project is related to sustainability, and how it would bring UTSA closer to its ten peer models of excellence. If there is any data on potential partners or supplemental funding, make sure to include that too.

3) **Academic Advisor:** You must provide a signature from your advisor approving the proposal and acknowledgement of their involvement as the advisor. Use the signature sheet attached.
4) **Request for Funding:** In this last section include an itemized list of expenses for your project, and provide any sources of additional funding through grants or matching funding from university budgets (if applicable)

    To increase your project’s chances of getting funded, please make sure to frequently contact the Office of Sustainability with any questions you might have on your project, and with any major updates you make on your proposal. Definitely make sure to take your project proposal to the Office of Sustainability for reviewing before turning it in. Do not wait until the last minute, review of your project is not guaranteed.

    **Email:** sustainability@utsa.edu  
    **Phone:** (210) 458 3012  
    **Office:** Monterrey Building, 3rd floor, 3.380c Dean’s Suite.

    There will be three workshops hosted the 9th, 10th, and 11th of September as opportunities to finish, revise, and amend your project proposal before its submission.

    **Sept: 9th (Monday) held at the downtown campus, in Ash Room (SU 2.03.06), from 5:00PM to 6:00PM.**

    **Sept 10th (Tuesday) held at main campus, in Willow Room (SU 2.02.12), from 2:30PM to 3:30PM.**

    **Sept 11th (Wednesday) held at main campus, in Willow Room (SU 2.02.12), from 2:30PM to 3:30PM.**
I ___________________________ am the acting advisor for the project proposal:

PROPOSAL NAME:

_____________________________________________________________________
_____________________________________________________________________

I agree to provide a cost center for this project to the Office of Sustainability, to transfer any award. I agree to allocate these funds in accordance with university policy and the proposed project requirements. I will provide oversight to the project principals to ensure appropriate use of funds and that the project is completed based on the contractual agreement. I understand the funds cannot be used for the purchase of food items.

Date: ___________________________