**GREEN RFP SUBMISSION FORM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Part I- General Information:** | | | |
|  |  |  | |
| **Name of Student Organization** |  |  | |
| **Contact/Responsible Person** |  |  | |
| **Contact Office Held/Title** |  |  | |
| **Contact Email Address** |  |  | |
| **Contact Telephone Number** |  |  | |
|  |  |  |  |
| **Part II- Project Cost Information** | | | |
|  | |  |  |
| Estimated Cost of this Proposal | |  | See III.C. below |
|  | |  |  |
| Estimated Savings - | |  | See III.D. below |
|  | |  |  |
| Net Cost of this Proposal = | |  |  |
|  |  |  |  |
| **Part III- Supporting Information** | | | |

1. Please describe your climate action, sustainability, and/or energy initiative and attach supporting documentation.
2. How does this initiative help to achieve the goals of the Virginia Tech 2020 Climate Action Commitment Resolution and Sustainability Plan?

*Attachment # 2*

1. What is the cost of your proposal? Please describe in adequate detail the basis for your cost estimate.
2. Will your proposal produce cost savings for the university? If so, how much? Please describe in adequate detail the basis for your savings estimate.
3. Is this funding request for a one-time need or an ongoing need (please mark one)?

One-Time \_\_\_\_\_ Ongoing \_\_\_\_\_

1. Is funding available for this request from another source? If yes, describe the funding (source, amount, etc.).

|  |  |  |
| --- | --- | --- |
| **GREEN RFP SUBMISSION FORM**  **(Continued)** | | |
| **Part IV- Requestors/Reviewers** | | |
| Prepared By (Name of Contact for Student Organization) |  | Date |
| Reviewed By (Name of Appropriate University Official)  Reviewed By (Name of Office of Climate Action, Sustainability, and Energy Representative) |  | Date  Date |

**GREEN RFP SUBMISSION**

**CONTACT LIST**

In the preparation of your Green RFP form, student organizations are encouraged to seek input and guidance from the following list of university employees. These individuals are familiar with the form and the process. They can address the feasibility of your proposal, provide a technical review, and evaluate the cost & potential savings.

|  |  |  |  |
| --- | --- | --- | --- |
| Area of Expertise | Name | Title | Email Address |
| Engineering & Operations, Energy Management | Steve Durfee | Campus Energy Manager | [sdurfee@vt.edu](mailto:sdurfee@vt.edu) |
| Facilities: Housing & Residence Life | Todd Pignataro | Associate Director of Facilities | [ptodd@vt.edu](mailto:ptodd@vt.edu) |
| Facilities: Buildings & Grounds (Small Renovations) | Jim McDaniel | Project Coordinator | [jmcdani@vt.edu](mailto:jmcdani@vt.edu) |
| Exterior Lighting | Matt Hagy | Associate Director of Utilities | [mhagy1@vt.edu](mailto:mhagy1@vt.edu) |
| Student Engagement & Campus Life | Spencer Stidd | Associate Director for Event Services | [sstidd@vt.edu](mailto:sstidd@vt.edu) |
| Dining Services & Housing (Student Affairs) | Blake Bensman | Sustainability Manager | [bensman@vt.edu](mailto:bensman@vt.edu) |
| Alternative Transportation (Bus, Bike, & Walk/EVs) | Nick Quint | Transportation Network Manager | [nquint@vt.edu](mailto:nquint@vt.edu) |
| Landscape Architecture | Jack Rosenberger | Campus Landscape Architect | [jrosenb@vt.edu](mailto:jrosenb@vt.edu) |
| Hahn Horticulture Garden | Scott Douglas | Director/Instructor | [dsd1@vt.edu](mailto:dsd1@vt.edu) |
| Recycling & Waste Management | Teresa Sweeney | Program Consultant | [msrecycle247@vt.edu](mailto:msrecycle247@vt.edu) |
| Other Sustainability Topics | Nathan King | Campus Sustainability Manager | [naking@vt.edu](mailto:naking@vt.edu) |