**New Albany Student Leaders in Sustainability Pilot Grant**

**Background**

As one of the four pillars of New Albany, sustainability has always been a priority for the community. Resident feedback reiterated this priority in the 2020 Engage New Albany Strategic Plan by creating a goal to “define a path to the future that reinforces New Albany’s commitment to ecological, social, and economic sustainability.” With this goal in mind, New Albany City Council established the Sustainability Advisory Board in 2021 to advise City Council on matters relating to sustainability; promote and communicate sustainability principles broadly among the community; and, advise and assist City Council and the city manager in efforts to make city operations more sustainable. The Sustainability Advisory Board consists of seven voting members, a student representative from New Albany High School, and a City Council liaison.

With significant resident participation, the Engage New Albany Strategic Plan remains a primary source for understanding the future that New Albany residents want to see. As such, the Sustainability Advisory Board utilizes the strategic plan as the foundation for its advisory decisions. Some of the themes that emerged from the plan’s recommendations were conducting school outreach and actively supporting existing citizen sustainability initiatives. As a critical community institution, the New Albany-Plain Local School District serves over 5,100 students and ranks in the top 10% of all districts in the State of Ohio. The schools not only provide a highly ranked education but also offer unique educational opportunities for students to think critically about the future of sustainability and the environment. One example of this is the Easton E3 (Energy, Engineering, and the Environment) Learning Lab, which provides a hands-on STEM learning experience.

The Sustainability Advisory Board has welcomed guest presentations from several New Albany students interested in sharing research on the topics of sustainability. Having seen the great ideas coming from students of all ages, the Board recommended to City Council the development of a student grant program to provide an opportunity for young New Albany residents to implement sustainability-related projects of their own in and around the community.

**Student Leaders in Sustainability Grant**

The City of New Albany, with guidance from the Sustainability Advisory Board, has established a small grant program to advance a culture of sustainability by supporting innovative student projects for students grades 6-12.This competitive grant program will provide funding to students and student organizations seeking financial support for projects that align with one or more of the following priorities established by the Sustainability Advisory Board. Preference will be given to projects that include a community education and engagement component.

1. **Community Waste Reduction:** Projects that reduce the volume of community waste or result in waste being diverted from the landfill.
2. **Renewable and Solar Energy:** Projects that reduce the community’s reliance on fossil fuels.
3. **Natural Environment:** Projects that improve, restore or enhance New Albany’s natural environment.
4. **Community Education and Engagement:** Projects that increase New Albany residents’ knowledge, understanding, and appreciation of sustainability.

**Evaluation Criteria**

Applications will be evaluated using the following criteria:

1. Projects must provide a direct link to one or more of the project areas defined above. Preference will be given to projects that include a community education and engagement component in addition to at least one other project category.
2. This grant is not limited to students at New Albany-Plain Local Schools. Students at other local schools, religious institutions or community programs are eligible to apply (scouts, sports teams, clubs, classes, etc.).
3. The applicant group, club, or similar student organization must consist of a majority of New Albany residents to be eligible.
4. All applicants must have an advisor. This person may be a teacher, school staff, academic advisor, mentor, or staff person of organization related to the project. This advisor should not be a parent.
5. Impact on community: preference will be given to projects that impact the broader New Albany community.
6. The project must be completed by the end of the 2025 calendar year.
7. Grants are intended for one-time projects, such as a pilot project or event that will have a direct impact on the school facilities/operations or the larger New Albany community.
8. Projects must be student generated and student driven.

**Award Details**

The City of New Albany will award grants of varying amounts to students and student/youth organizations that demonstrate their projects meet the above criteria.

Students will work closely with their advisor and city staff to stay on time and budget. City staff will be responsible for managing grant funds through purchasing equipment, materials, and supplies. Students will be expected to keep track of required purchases, find quotes for the supplies, and generate a purchase request with city staff. More details about purchase requests and funding mechanisms will be made available at the time grants are awarded.

Please note: Once the grant is awarded by the City of New Albany, students will need to receive approval from an authorized person at the project location, such as a principal, scout leader, religious organization administrator, city staff, etc. Written approval will be required prior to the distribution of any grant funds.

**Applications**

The grant application will be launched at the beginning of the 2025 calendar year. Applications are due no later than 5:00 PM on Friday, February 28, 2025. The New Albany Sustainability Advisory Board will review and score applications according to the attached rubric. The City of New Albany reserves the right to fund a lower scored application in order to achieve balance among the goals/aims of the program and minimize overlap or duplication. Please direct any questions to Chelsea Nichols, Planner II, at [cnichols@newalbanyohio.org](mailto:cnichols@newalbanyohio.org) or 614-245-8708.

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| **Application Deadline**  Friday, February 28 by 5:00 PM  Online Application Submittal: | **Q&A Sessions**  Wednesday, February 12, 2025 at 6:30 PM  during the regularly scheduled Sustainability Advisory Board Meeting  Location: New Albany Village Hall,  99 W Main Street, New Albany, Ohio 43054 |

**New Albany Student Leaders in Sustainability Pilot Grant**

**2025 Calendar Year Application**

1. Applicant Information:
2. Applicant Name (student or organization):
3. Applicant Student Point of Contact:
4. Applicant Point of Contact Email Address:
5. Applicant Advisor Name:
6. Applicant Advisor Email Address & Phone Number:
7. Project Location *Describe the location of the project.*

Please be as specific as possible.

1. Project Site Contact *The person who has authority to have the project implemented at their site. This can be the same as the advisor above or different if it is not implemented at the school. For example, if you are implementing a project at Taylor Farm Park, you would need a contact with the City of New Albany because they own and operate that park.*
2. Name
3. Email or Phone
4. Project Intent & Description *Describe the proposed project.*

There are a wide variety of resources online that can help you identify good project ideas. Resources include:

* National Geographic: <https://education.nationalgeographic.org/resource/school-based-environmental-service-learning/>
* Youth Service America’s 55 Environmental Service-Learning Projects: <https://d3n8a8pro7vhmx.cloudfront.net/gysd/pages/3176/attachments/original/1387251965/55_Environmental_Service-Learning_Projects.pdf?1387251965>

Creativity is welcome! The more creative and unique to your community, the better!

1. Project Area(s) Addressed *(check all that apply) Preference will be given to projects that include a community education and engagement component.*

* **Community Waste Reduction:** Projects that reduce the volume of community waste or result in waste being diverted from the landfill.
* **Renewable and Solar Energy:** Projects that reduce the community’s reliance on fossil fuels.
* **Natural Environment:** Projects that improve, restore or enhance New Albany’s natural environment.
* **Community Education and Engagement:** Projects that increase New Albany residents’ knowledge, understanding, and appreciation of sustainability.

1. Project Goals & Activities *Describe how the proposed project will address the project area(s) selected above. What problems does the project aim to solve? What are the desired outcomes?*

Goals can come from the description of the project areas listed above. Examples of goals include:

* Reduce single use plastics in school or community.
* Divert waste (food, plastics, etc.) from landfill.
* Educate the public on success of a current solar installation.
* Find an innovative way to use renewable energy in New Albany.
* Increase knowledge of native landscaping among residents.
* Enhance the natural environment at the school, in your neighborhood, or elsewhere in the city.
* Share what you’ve learned with your school, other residents, or other organization(s).

1. Project Timeline *Describe the timeline of the project, including major milestones for designing, implementing, and evaluating the success of the project. Please note: The Sustainability Advisory Board requests periodic updates on the status of the project via in-person reports at the Board’s meetings. Please include 2 in-person updates to the Board in the project proposal.*

This question can be broken down in a variety of ways depending on what works best for your project. You can break it down by month, task, or milestone, or potentially by days/weeks leading up to an event. This should tell the story of the phases of your project. Be sure to describe how you will complete each task, as well as include the check-ins with the Sustainability Advisory Board.

1. Roles & Responsibilities *List the individuals participating in the implementation of the project along with their expected responsibilities. Please describe the role of the advisor (teacher, staff, advisor). How will each person contribute to the final expected result?*

Tasks can be assigned to individuals. Examples of tasks include:

* Project manager – makes sure everyone knows their role and is staying on time.
* Purchasing coordinator – provides quotes to city staff for purchasing.
* Event coordinator – if you are doing an event, you could have someone oversee the flow and organization of the day.
* Adult advisor – oversee project as a whole; check in with students and help coordinate with city staff as needed. Attend check-ins with Sustainability Advisory Board.

1. Community Education, Engagement and Impact *Describe how the proposed project will educate or engage other New Albany residents. Also describe how the project will impact the broader New Albany community.*

Examples of outreach include:

* Social media posts
* Presentations to community groups
* Preparing & distributing educational materials to the public

1. Project Evaluation *What data will be collected, analyzed, or maintained throughout the project? How will students evaluate the project to determine if it was a success?*

Examples of how you can evaluate your project include:

* Weight/volume of food waste diverted from landfill.
* Number of water bottles diverted from landfill.
* Square feet of native landscaping restored.
* Number of people who attended your event.
* Number of people you reached via social media or other outreach.

1. Requested Funds & Proposed Budget *Provide a cost breakdown of requested budget by milestone listed in question #6. Please include references, quotes, examples, or other justification for costs (i.e. you can provide a printout of a page from Amazon showing how much a supply costs).*

Try to break down your project as much as you can to determine what purchases you might need to make. Make a list of each item you will need, associated cost, and provide a screenshot or printout of how you determined the cost for that item.

It’s best to be conservative with your budget (i.e. overestimate) and include as many details as possible so you don’t end up going over budget before your project is complete.