



# House Sustainability Challenge

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# AGENDA

- Competition Overview
  - Developing Your Pilot Program Proposal
  - Proposal Submission Requirements
  - Pilot Period
  - Judging Criteria
  - Prize Structure
  - Key Dates
- Questions/Comments

# WHAT IS THE HOUSE SUSTAINABILITY CHALLENGE?

- Unique competition, co-sponsored by Conway Center, Campus Sustainability, Design Thinking Initiative, Student Affairs, CEEDS
- Seek innovative strategies that integrate environmentally sustainable practices into house operations
- Increase student engagement in campus sustainability practices

## **What is a sustainable house practice(s)?**

Think of practices and behaviors that use resources wisely:

- turning off lights, taking shorter showers, etc.
- recycling, composting, using reusable water bottles/coffee mugs, etc.

## **Who qualifies as an entrant?**

- A team of not more than five students
- A combined team of students from multiple houses (not more than five students)

# INNOVATION

- New invention or modification of a product to encourage sustainable practices/behaviors
- New or modified approach to encourage sustainable practices/behaviors
- New strategies for reaching presently underserved students to engage in sustainability practices/behaviors

# DEVELOPING YOUR PILOT PROGRAM PROPOSAL

- **Cover Page Must Include:**
  - Name of house
  - Full name of team leader and team members
  - Name of project
  - Email
  - Phone number
  
- **House Background**
  - Number of students
  - Nature of house (any distinguishing features)
  - Current sustainable practices

# DEVELOPING YOUR PILOT PROGRAM PROPOSAL

- **Pilot Program Proposed**

- Proposed invention, new or modified practice/behavior
- Key problem addressed, population benefited (how will they be reached)
- How is your proposed solution unique, **innovative**, and creative?
- Are any other houses employing a similar practice/behavior
- Does your house have any strengths/weaknesses? Do other houses?
- Key students who will manage the pilot (student team); any specific experiences
- How would you engage Campus Sustainability if you were the final winner?
- How would costs be mitigated if solution is rolled out campus-wide?

- **Budget**

- How will \$500 seed funding be used for pilot planning/implementation?

- **Addendum**

- Information supporting your pilot proposal (not more than five (5) pages)

# PROPOSAL FORMAT

- **Submissions must have the following:**
  - **Cover page** – House name, team leader, address, phone number and email
  - **Pilot Proposal**, not to exceed two (2) pages; include pilot program description, budget
  - **Addendum**, not to exceed five (5) pages
- **Font Face and Size** – All documents must use Arial, Times, or Times New Roman font, a reasonable font size (11 or 12 pt)
- **Spacing and Margins** – 1 or 1.5 inch spacing and 1 inch margins on top, bottom, left, and right

# PROPOSAL SUBMISSION

- Single-file submitted in Adobe Acrobat format or Microsoft Word document (addendum materials must be scanned and included)
- Proposals will not be accepted in hard copy format. Proposals can **only** be submitted electronically via email
- **EMAIL:** Proposals submitted as an attachment to [ekerr@smith.edu](mailto:ekerr@smith.edu)
  - Proposals must use the following subject line:
    - <Insert Your House Name>: House Sustainability Challenge In the body of the email, write only the following:
    - Your name, your house, and the words: Attached is my Pilot Proposal for the House Sustainability Challenge
- You should receive a confirmation within 48 hours after your proposal was sent. If not contact Emma Ker at 413-585-3571

# PILOT PERIOD (JANUARY 25-TO APRIL 13, 2018)

- During the pilot period the challenge organizers will check in with the team to assess progress
- The Design Thinking Initiative staff will be available during the pilot to assist with prototyping and brainstorming. For help, contact [capen@smithiesdesign.com](mailto:capen@smithiesdesign.com) or drop by at Capen Annex.

# JUDGING CRITERIA

- Innovative
- Sustainable
- Financial viability
- Feasible
- Scalable
- Applicable

The judging panel will be comprised of representatives from the Smith Community (Conway Center, Campus Sustainability, Design Thinking Initiative, CEEDS, Student Affairs and Facilities).

# CHALLENGE PRIZE MONEY

- **Round I:**
  - Up to \$500 seed funding awarded up to five finalists for pilot program development.
- **Round II:**
  - \$1,000 grand prize and the opportunity to work with the competition organizers to implement the program campus-wide.

# CHALLENGE KEY DATES

- **Round I:**

- Information Session September 20, 2017
- Entrant Submission Period Sept. 20 – Dec. 4, 2017(midnight)
- **Submission Deadline Dec. 4, 2017 (midnight)**
- Notify Finalists and Finalists Announced December 11, 2017

- **Round II:**

- Pilot Period January 25 - April 13, 2018
- Check in with Challenge Organizers Week of March 4, 2018
- **Final Plan Due April 13, 2018 (midnight)**
- Presentations and winners announced Week of April 16, 2018

For more information visit: <https://www.smith.edu/ciec>

Additional questions should be addressed to

Emma Kerr

at

[ekerr@smith.edu](mailto:ekerr@smith.edu)

or

413-585-3571