<table>
<thead>
<tr>
<th><strong>Project Title:</strong></th>
<th>Unbound Sustainability Themed Publication</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total amount requested:</strong></td>
<td>1300</td>
</tr>
<tr>
<td><strong>Name(s) and Student ID number(s) of student(s) responsible for proposal:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Contact email address(es):</strong></td>
<td></td>
</tr>
<tr>
<td><strong>How many students are involved with the proposal?</strong></td>
<td>19 Staff Members</td>
</tr>
<tr>
<td><strong>Student Group or UO Department/Program Index #:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Department Budget Manager:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Budget Manager email address:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Project or event occurs on campus:</strong></td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td><strong>Funding is requested for an allowable expense:</strong></td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td><strong>Proposal includes completed itemized budget form:</strong></td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td><strong>Proposal includes signed project approval form(s):</strong></td>
<td>□ Yes □ No</td>
</tr>
</tbody>
</table>
University of Oregon Student Sustainability Fund
Project Approval Form

Project: Unbound Sustainability Themed Issue

Primary Contact: Shannon Moffett

By signing this form, I confirm that the project lead(s) has/have discussed this project with me, and that I (please check all that apply):

☑ approve the stated project to be conducted on the University of Oregon campus (this approval can only be given by campus units or by individuals on behalf of campus units)

(REQUIRED)

☐ agree to be part of the project team

☐ will provide support to the project by being a partnering organization, department, or individual.

☐ am the administrator for my campus unit and agree to be responsible for the financial and human resources transactions associated with this project.

☐ agree to take over the operational costs of this project.

With the following stipulations (if applicable):

______________________________
Name/Signature: Corbett Upton

Date: 1/2/16

Title: Associate Director of Undergraduate Studies

Department/Organization: English / Unbound Magazine

Phone: 541-346-3961

Email: cup顿@uoregon.edu

Additional Notes:

Please save this completed form as “Project Contact Name_Project Name” and email it to uossuc@uoregon.edu. The email originating directly from the approving body will be considered a signature. Paper copies may be sent through campus mail to Attn: Eric Beeler, EMU Student Sustainability Center Box or dropped off to the EMU Administrative Office and must include an original signature of the approving body.
### Student Sustainability Fund Itemized Budget

<table>
<thead>
<tr>
<th>Budget Item</th>
<th>Amount Needed</th>
<th>How You Calculated this Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issue Printing - 150 copies</td>
<td>$750</td>
<td>Fall term issue printing was $5.00/copy</td>
</tr>
<tr>
<td>Posters</td>
<td>$200</td>
<td>A poster run printing on campus</td>
</tr>
<tr>
<td>Promotional costs at Earth Week</td>
<td>$100</td>
<td>Estimated tabling cost from previous budget years</td>
</tr>
<tr>
<td>Prizes for best submission</td>
<td>$150</td>
<td>$50 campus cash prize for poetry, art, fiction</td>
</tr>
<tr>
<td>Social Media Promotion</td>
<td>$100</td>
<td>Boosting Facebook posts for Week 4-8 of Winter term</td>
</tr>
</tbody>
</table>

|                                |               |                                             |
|                                |               |                                             |
|                                |               |                                             |

TOTAL * $1300

* The amount requested should not exceed $7,500.00. If you need additional space to itemize expenses, please add rows and columns to the above.

### Other Funding Sources:

1) Funds for this project **secured** from other sources or held in organization reserves:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Agency or Department Name</th>
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<tbody>
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</tbody>
</table>

2) Funding requests **pending** from other sources (campus groups, departments or community partners):

<table>
<thead>
<tr>
<th>Amount</th>
<th>Agency or Department Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td><strong>English Department</strong></td>
</tr>
<tr>
<td></td>
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Grant Application for Unbound Sustainability Themed Issue

Introduction

Unbound is applying for the Student Sustainability Fund in order to publish a sustainability themed issue. The issue will be released during spring term’s Earth Week. Unbound is a student-run literary arts journal. It was founded in Spring 2008 as a Clark Honors College thesis project. Since then, Unbound has been publishing online and print issues every fall, winter, and spring term.

Project Description

Sustainability is a nuanced goal that requires voices from a variety of disciplines to participate. Each voice brings something unique to the table. The UO has many groups that further different aspects of sustainable objectives, whether regarding social justice, food, or waste management.

While attending University, students have the opportunity to continue developing the interconnectivity that strengthens sustainable causes. Disciplines such as Environmental Studies, Environmental Science, and many Social Sciences are already involved. More can be done to connect sustainability with the Arts and Liberal Arts. Unbound can help forge this connection.

With a sustainability themed publication, Unbound will promote how creativity can contribute to sustainable objectives. As a representative of students who engage in Arts and Liberal Arts fields, the journal will acquire poetry, art, and short fiction in relation to sustainable topics.

In Fall 2014, Unbound published a collection in collaboration with the English department. The journal is no stranger to working with a specific discipline and has considered doing a themed publication in the past.

Pieces chosen for the issue will be selected by Unbound staff members from a pool of submissions. Topics under the umbrella of sustainability can vary. The variance of these individual contributions will underscore the importance of including diverse points of view in the process of building a more sustainable future.

Topics for submissions may include:

- The relationship between an individual and nature
- The relationship between an individual and society
  - e.g. struggles with consumerism, poverty, disparities in what minorities have access to, waste, or other issues that impact the goals of sustainability
- The relationship between an individual and place
  - e.g. emphasis on strong ties to the character and importance of locality
- How the above relationships develop or foster diversity

These topics will be discussed on social media and in class talks in order to ensure submissions from students fit within the theme. These topics will also be posted on Unbound’s website. The website will be advertised through posters/flyers/stickers, and social media.

Audience
Unbound normally promotes to students in the Arts or Liberal Arts departments. For this issue, Unbound will also promote to Science, Social Science, and Sustainable Business departments. The audience of the publication will constitute both student submitters as well as a general reading audience.

Goals

Unbound’s stated goal is to: “spread awareness and love of arts and literary arts to all students to help provide, improve, and diversify the culture” of UO.

This goal is easily translatable to sustainable objectives. Literature and art have the benefit of exposing human recklessness and wastefulness in a way that can be more palatable to audiences. Through this exposure, literature and art can draw awareness to issues surrounding sustainability, create a venue for discussion and involvement, and point toward solutions.

The goals of Unbound’s sustainability issue are:

- To give already sustainability-aware students who are not in the Arts or Liberal Arts a chance to explore their relationship to sustainability on an artistic level
- To show students in the Arts or Liberal Arts that creativity can be a powerful voice in the issues they care about

Promotion

Unbound has systems in place to promote to the campus community.

These systems are:
- Posters for the campus poster route;
- Journal dispensaries around campus, where staff can distribute previous publications;
- Fundraising events such as bake sales;
- Tabling at events, where stickers, flyers, and previous issues are distributed;
- Promoting online via a website and social media;
- Conducting class talks.

For this themed issue, Unbound will continue to conduct all of the above. Poster design, printing, and distribution will take place as soon as funding is acquired. Marketing for attracting submissions will take place in weeks four through eight of Winter Term. Marketing to promote the release of the issue will take place during week eight of Winter Term to week four of Spring Term.

Unbound will also expand their class talks to relevant majors. Unbound will send staff to classes relating to such disciplines as Environmental Science and Environmental Studies.

Social media posts, on Unbound’s and the Student Sustainability Center’s social media, will remind audiences of the submission deadline. Posts will also give helpful options for ideas about what constitutes a sustainable-themed publication. The deadline is week nine on March 4th.
A campus-cash prize of $50 for the best submission in each category (art, poetry, and short fiction) will provide incentive for students to submit. After the issue is printed, Unbound will use social media to promote the publication and their presence at Earth Week.

The release of the issue will be scheduled to occur on Earth Week, week four of Spring Term, where Unbound will be tabling to promote the publication, sharing the stories, poems, and artwork in the journal, and involving students in making the connection between creativity and sustainability.

Key Project Players

Key Project players include myself, and the rest of the Unbound staff, which totals twenty people. Daryen Playford is the Executive Staff Member, and will help me with budgeting. Daryen and Nicole Scopelitti, Senior Poetry Staff, will help organize the rest of staff for additional promotion, such as tabling events and bake sales. Louis Cicalese and Ethan Arlt, who run Unbound’s marketing, will help me with social media and poster, flyer, and sticker design and printing. These key players are familiar with promoting and organizing for Unbound. I will assist them on the sustainability side by providing suggestions for how to promote for the themed issue and helping design handouts for class talks. In addition, I run the SSC’s social media and will be promoting through those outlets.

Timeline

Winter Term

Week 4
  Prepare list of classes for talks
  Assign staff to classes for talks
  Begin promoting on social media

Week 5 – Week 8
  Funding acquired
  Poster printing, staff assigned to poster route
  Bake Sale
  Promotion: Class talks and social media

Week 9
  Mar 4th - Submissions Due

Week 10
  Staff’s final selection of submissions
  Layout design begins

Finals Week & Spring break:
  Layout design work

Spring Term

Week 1
  Layout design finalized. Issue Printing
  Promote for Earth Week & Issue release

Week 2
  Issue Printing
  Promote for Earth Week & Issue release

Week 3
  Prepare for Earth Week
Week 4
Tabling & Release of Issue during Earth Week

Funding Request

To meet these goals, Unbound is seeking $1300 in funding for printing and marketing the themed issue.

Unbound is awaiting funding of $1000 from the English department, which will be used for other issues, reprinting, and incidental costs not covered by the Sustainability Fund.

Evaluation

Calculating interest from student submitters and reading audience will assess the progress of the sustainable themed issue’s goals.

For submitters: Unbound will report the number of submissions in poetry, art, and short fiction. This pool will be narrowed down by staff. The staff chooses which pieces will be included in the publication. A final report of submissions chosen will be taken.

As an example, the issue for fall 2015 had thirty-eight submissions. Of these thirty-eight, fourteen submissions were chosen by staff to be placed in the issue.

For audience: Unbound will report the number of printed issues distributed. This can be calculated based on how many are taken from the number of issues that were printed. Issues are distributed via staff and dispensary units across campus. For this themed issue, they will be given away at a table during Earth Week.

As an example, Unbound printed sixty issues in fall 2015. Unbound has plans for a reprinting of this issue. As Unbound plans to table at Earth Week, interest in the project can be calculated based on how many issues are distributed from the table. Unbound plans to print one hundred and fifty copies of the themed issue. Leftovers will be placed in campus dispensaries. If interest is high and issues run out, Unbound can do a reprinting of the sustainability issue.