



NAU Green Fund Project Application

Project Application

Green Fund Mission Statement: “The NAU Green Fund promotes student participation in and provides funding for projects that reduce NAU’s negative impact on the environment and create a culture of sustainability on-campus.”

In support of the Green Fund’s Mission Statement and its ability to improve sustainability on campus, the Green Fund encourages proposals for projects that aim to understand, reduce, or otherwise mitigate NAU’s environmental impact. Project proposals may use this funding as support to pilot new ideas, expand existing initiatives, or develop innovative solutions that align with the Green Fund’s goals of sustainability and student engagement.

Grants will be awarded using rolling deadlines and the Committee will enforce a priority date with a soft close during week 12 of the semester. Due to limited time and a reduction in weekly meetings at the end of the semester, the Committee may not review applications submitted after.

Submit completed application packages to: GreenFund@nau.edu

Application Details

All applications **must** meet the following requirements to be considered for funding:

1. The project must be implemented on the NAU Flagstaff Mountain Campus.
2. The person submitting the project must be a NAU student, faculty, or staff member.
3. Projects must provide all necessary documents, letters of support, and authorizations prior to submission.
4. The Green Fund distributes funding on a **reimbursement basis**. Project teams should partner with an administrative office to provide upfront funding for the project. Once the project has been successfully completed, the Green Fund will reimburse the administrative partner.

Review Process and Responsibilities

- All applications will go through a **comprehensive vetting process**.
- We highly recommend meeting with a **Green Fund Committee member** prior to submitting the application. The Committee member can assist you with every step of writing your project application.
- If your project is approved, you may be asked to provide **additional details** regarding specific deliverables.

Applicant Responsibilities

- The Green Fund is **not responsible** for acquiring necessary permits, permissions, or approvals for a project. However, the Committee is happy to assist with this process if needed.
- The Green Fund **does not provide ongoing maintenance costs** unless otherwise specified by the Committee.
- A **sponsoring department** must take responsibility for the project's operations and long-term management.

Review Timeline

- Upon submission, the Green Fund will begin reviewing your project **within two weeks**.
- At this time, the Committee will provide **comments and feedback** on the project.
- The review process may **extend for long periods** depending on the project's scope.
- **Incomplete applications** will not be reviewed until all components are submitted.
The Green Fund Committee **only meets during the academic year**.
- Projects submitted **outside the regular academic year** will be reviewed at the start of the next academic session.

We highly recommend meeting with a Green Fund Committee member prior to submitting the application. The Green Fund Committee member will assist you with the Project Application writing process, if needed. Please reach out to GreenFund@nau.edu for assistance.

Contact Information

Contact Information	
Project Leader Name:	Makayla Harmon-McIntosh
Phone:	623-341-2789
NAU Email:	mgh336@nau.edu
Date:	2/23/2026
Expected Graduation Date:	May 2027
Project Name:	Campus Living Fireplace Replacement

Department / Advisor Information	
Project Advisor Name:	Erin McAnally-Trejo
Project Advisor Department:	Facility Services
Phone:	480-688-9019
NAU Email:	Erin.McAnally-Trejo@nau.edu

Funding Information for Reimbursement	
Local Speedchart:	4510100F25 (FS) Using Green Funds <u>4500046F22 (GF)</u>
Financial Contact:	Erin McAnally-Trejo

Project Overview

Please answer the following questions to the best of your ability, for questions that are not applicable, please list N/A.

Executive Summary

1. Please provide a overview of your proposal. Please address how this project will support the goals of the Green Fund (student involvement, creating a culture of sustainability, and lessening NAU's impact):

Around campus, multiple communities use methane-burning fireplaces. Most of these buildings use these fireplaces to promote community among their student residents. However, the dangers of burning gas have become more prominent now than ever. Campus Living has 10 gas-powered fireplaces across various living communities on campus. In order to reduce NAU's scope 1 emissions, Campus Living is interested in replacing these with electric-powered fireplaces that would decrease NAU's carbon footprint. This is a necessary step in meeting the Climate Action Plan by 2030. The fumes and particulate matter released by gas fireplaces can cause respiratory issues, eye irritation, and skin irritation, particularly in those who have pre-existing conditions. Furthermore, even if the fireplaces are not used often there still needs to be a barrier or way of preventing students from starting fires in the fireplaces. This is a problem that already happens quite frequently around campus.

Replacing gas-burning fireplaces in the university with sustainable alternatives aligns with the Green Fund's goals by reducing carbon emissions and promoting energy efficiency, which fosters a culture of sustainability on campus.

Project Components

1. Does your project require space or construction on campus? If so, where? Please review the "Space Committee Document" located on our webpage and follow the steps to begin requesting a location.

Yes, the project will encompass Campus Living Communities and eventually dining.

communities on campus. The communities include Earnst Calderon, Mckay village community fireplace and the scope of the work for this proposal will include capping and decommissioning the gas line to each fireplace to then close off and insulate the chimney on each fireplace. Then, the Union/Chick location where we are removing the small natural gas-burning fireplaces. The process will include connecting to the electrical conduit, which is already installed in most fireplaces. Where there is no electrical conduit, it will need to be installed.

2. Have you obtained all necessary approvals for this project? The Green Fund is not responsible for acquiring the necessary permits, permissions, or approvals for a project, although we are happy to assist with this process if needed. Please attach all letters of support to this application. Letters of support should include confirmation from the sponsoring department that the sponsoring department will cover all upfront expenses and work with the Green Fund Business Manager to acquire reimbursement after project completion.

Permission is acquired for replacing the fireplaces through the university utilities. Campus living, the bookstore, and dining services.

3. Does the project include any continued maintenance costs? The Green Fund does not provide any ongoing maintenance costs unless specified within the budget and approved by the committee. A sponsoring department must take responsibility for operations and management.

Campus Living will be responsible for the maintenance of the electric fireplaces after initial placement.

4. Will this project provide funding for student wages? Coordination of wages must be done through the sponsoring department and must be included within the project budget.

No students will be involved in the uninstallation or installation of these fireplaces. Only facility services and contracted labor will be involved.

5. Please list all additional sources of funding you have pursued, including department, grants, ASNAU graduate, student government, etc.

No additional funding is acquired. Though the idea was explored, Campus Living is unable to provide any funding for this project.

Project Specifics

1. Is there a public outreach plan? How do you plan on communicating your project with the NAU community? Do you require assistance from the Green Fund in your outreach plan?

These fireplaces will engage students because they are centered in the community for activities and community building. Campus Living staff use these areas to engage and will then engage them with the space. Having Campus Living promote the fireplaces with a pre-made social media post, collaborated on by the Green-Fund. We also plan to request stickers from the Green Fund for placing on each fireplace to demonstrate that the Green Fund was a key part of this project and this conversion to electric power. Besides the sticker, we do not require any other assistance with outreach.

2. Are you working with other groups on or off campus? If so, describe your partnership.

Yes, the other groups we will be working with are outside contractors, Campus Living, Campus Dining, Utilities, and the Green Fund, as well as the Office of Sustainability. The contractor used for the renovations at Mountain View will work on that fireplace, and we may be able to have Facility Services do the other fireplaces around campus.

Project Parameters

1. What are the environmental costs and benefits associated with your project?

The cuts on natural gas use over time will be substantial, but no immediate significance in natural gas levels will be able to be recorded. However, there will be environmental

benefits through human health and less greenhouse gas emissions overall for NAU. There will be no environmental costs to disconnecting these lines besides the new materials, the new fireplaces, and the electricity required to run them. The benefits exponentially reduce Scope 1 emissions and cut down methane use in buildings with students.

2. Is this a one time expense or will you require future funding for your project?

It will be a one-time expense to replace the first set of fireplaces and I will have multiple other proposals for the rest.

Impact Measurement Plan

1. What are some specific metrics you will use to track the impact of your project? (e.g., gallons of water saved, number of event attendees, pounds of waste diverted, tons of emissions reduced).

We will find out how much greenhouse gas emissions are being cut due to the project. The small amounts of gas emissions and energy saved will be small at first with a smaller-scope project, but as the proposals grow, so will the data being able to be collected. Recorded effects, once they become significant, can be presented to the Green Fund and the University for evaluation through Facility Service recordings.

2. What specific tools or methods will you use to measure those metrics?

Given the initial small scale of this project, it will be difficult to directly measure the impact of this project through traditional methods such as natural gas metering. For the first phase of the project, greenhouse emissions and reductions in the use of natural gas on campus will be measured through calculated savings based on researched methodology and typical natural gas use of similar fireplaces. The seasonal use of the fireplaces makes the process of determining the savings from this project a straightforward process. Once the scope of work expands, the actual impacts should be measurable through reductions in the campus wide natural gas consumption, especially during the winter months when the fireplaces are in use.

3. What is the best possible outcome for your project? (e.g., Reduce water usage by x percent, increase composted material on campus by x pounds).

The best outcome for this project is to keep these harmful fireplaces out of communities and cut greenhouse gas by over 3.5 tons of CO₂e per fireplace per year. As the scope of the project begins to expand, greater reductions will be made to the greenhouse gas emissions. Overall, the ideal outcome for this project is to help keep students safe while also reducing use of natural gas on campus in an easy, low impact manner.

Dimensions and analysis:

https://docs.google.com/spreadsheets/d/1A_grUdqixPxcEJ3PV30i33XBgFcwtcNF/edit?usp=sharing&oid=109913752013436176864&rtpof=true&sd=true

Fireplace photos:

https://docs.google.com/document/u/0/d/1A5xxOzS3rR3kIKBGTVSRwrCg_rKeoyc2cVYB5WaCc0Y/edit

Note: If your project is approved you will be contacted by the Green Fund and our Internal Resources Coordinator to create a more in depth data collection plan. If you have questions on how to fill out this section of the form email our Internal Resources Coordinator, Tyler Packer at tcp78@nau.edu.

Project Budget

Please respond to the following funding question, and complete a thorough breakdown of all projects in the provided Line Item Budget below. Include a 5% line item for contingency of the overall cost.

Does this project have any other sources of funding, and/or have you applied for other sources of funding? If so, list all additional sources of funding, both confirmed and potential, outside of the funds being requested from the Green Fund.

Line Item Budget:

Item	Item Justification	Quantity	Price per Unit
McKay Village Clubhouse (37x34)	Highest student population areas Demo: \$1,000 Install: \$4,000 Chimney Install: \$500 Electrical Cost: \$3,000	(1x)	\$8,500
Chick- Fil- A Union (1st Floor) 64-7/8 X 32-7/8	HHC has been pulled from the project. Important change with significant drafts into the building and birds are ending up dead in the firebox. good publicity Demo: \$1,000 Install: \$6,000 Chimney Install: \$500 Electrical Cost: \$3,000 Gas: \$1,000	(1x)	\$13,000

	Drywall: \$1,500		
Calderon (37-5/8 X 31-1/8)	The highest student population area Demo: \$1,000 Install: \$5,000 Chimney Install: \$500 Electrical Cost: \$3,000 Gas: \$1,000 Drywall, plaster, paint: \$1,500	(1x)	\$12,000

5% Contingency (5% of total project cost)	\$1,670
Total Project Cost	\$35,175

Total Funding Requested: \$35,175

Project Timeline

Please provide an expected timeline for your project in the template below. Green Fund recognizes that complex projects of this nature should have flexible, adaptable schedules, and the timeline provided will be treated as such. However, it is expected that you strive to adhere to this schedule as much as possible. **Please be as specific as possible.**

Expected Timeline:

Action	Parties Involved	Completion Month & Year
Union/Chick-Fil-a Demo	Facility Services	April 2026
McKay Village and Calderon Demo	Campus Living and Facility Services	May 2026

Expected Project Completion Date: Summer 2026

Project Completion Checklist

Please complete all of the following items before submitting an application.


- Contact Information
- Project Overview
- Project Budget
- Project Timeline
- Obtain **ALL** necessary letters of support for reimbursement, ongoing maintenance, student wages, etc. Attach the letters of support to the completed application.
- Submit the completed application to GreenFund@nau.edu

Commitment to Update

If selected as a recipient of Green Fund support, we Makayla Harmon-McIntosh and Erin McAnally-Trejo commit to responding to requests for project updates in a timely manner. Updates may be requested by the Green Fund Committee at any stage of the project and may include providing brief progress summaries, photos, or other relevant information by email.

If assistance is needed in communicating updates or preparing outreach materials, the Green Fund's PR Specialist can provide support.

Project Team Representative Signature:



Thank you for your submission. We deeply appreciate your commitment to sustainability at NAU, and we look forward to reviewing your application. Please direct any further questions to GreenFund@nau.edu.