



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:	N/A
Phone:	
NAU Email:	
Date:	
Expected Graduation Date:	
Project Name:	

Department / Advisor Information	
Project Advisor Name:	Janel Wilcox
Project Advisor Department:	Facility Services – Planning, Design & Construction
Phone:	(928) 523-9612
NAU Email:	Janel.Wilcox@nau.edu

Funding Information for Reimbursement	
Local Speedchart:	4500040F48
Financial Contact:	Danielle Brainard

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 an 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):

NAU Planning Design and Construction (PDC) is in the process of applying for a grant from the Arizona Department of Forestry and Fire Management (AZ DFFM) to treat invasive plant species on campus. The grant requires a 10% match; this proposal request is to fund a portion of this match.

The project will focus on the section of Sinclair Wash that passes through campus as well as two adjacent areas: the slope north of the Skydome, and the strip alongside parking lot P62 (see attached map). In the summer of 2025, extensive data was collected on what invasive species are present, and their respective densities. The most prevalent species in the project are Siberian elm (*Ulmus pumila*), and spotted and diffuse knapweeds (*Centaurea spp*). As part of developing this project, PDC has received a quote from a local contractor on the anticipated cost of invasive species treatment, soil stabilization, and reseeding.

This project will reduce the invasive seed flow from NAU campus down the Wash and into the Rio de Flag watershed. It will engage Landscaping and Outdoor Services (LOS) staff in identifying invasive plant species, allowing them to recognize future invasive plant issues and increasing local knowledge about invasive species. The project will engage student and community volunteers in learning about and hand-pulling invasive plant species. Removing invasive plants will increase the ecological integrity of the Wash and allow students to witness the effort involved in an ecological restoration project. Students can observe the improvements in density of native plant species, habitat for native wildlife, and stormwater benefits of a healthy stream channel.

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.

Project work will occur within Sinclair Wash, at the slope north of Skydome, and adjacent to parking lot P62. No other space will be required.

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.

PDC has cleared the project with the City of Flagstaff (COF) Water Services Stormwater Department, and received a letter of support, attached to this application. Stormwater contacts verified that no special permits will be needed to apply herbicide or reseed within the stream channel.

Part of the treatment area along the Wash and next to P62 falls within the Arizona Department of Transportation (ADOT) right-of-way. We have communicated with ADOT about this project and will secure an encroachment permit to treat these areas as part of the project as well as for long-term maintenance, since they are geographically connected directly to the Wash.

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.

The project will take place over a three year timeframe, during which invasive species will be removed and native species will be planted. When the grant project period is over, the area will be maintained through collaboration between LOS and PDC staff, and volunteer organizations as mentioned below.

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

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

A portion of the 10% required match for this grant will be met through LOS labor hours. This will include four hours each of monitoring training for three LOS staff to learn

to identify native and invasive plant species. Unrecovered indirect costs, as required by the Office of Sponsored Projects for these types of grant projects, will fund the majority of the match. An additional amount, equal to less than 1% of the contracted work, is requested from the Green Fund to complete the match required.

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?

Outreach is planned for service days, in collaboration with interested “green” club or other student groups, to support removal of invasives and on-going maintenance after the grant period. These would be educational, hands-on events with outreach to community and NAU service groups that have expressed interest in partnering to sustain the health of the Wash including: Friends of the Rio de Flag; Coconino Master Gardeners Continuing Education program; COF Sustainability Watershed Cleanup Series; and NAU students. Advertisement/event promotion would be sought via GreenFlash and other avenues.

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

Key partners have been included in collaboration for this project:

- COF Water Services Stormwater advised how to prevent stream channel damage and verified no permits are required for herbicides.
- ADOT identified right-of-way within the project area and advised regarding the encroachment permit for on-going maintenance; this is ready to be submitted upon award notice.
- Input was provided from COF Parks and Open Space (Invasive Plant Grant recipient), COF Stormwater and Sustainability, and Friends of the Rio de Flag.
- EnviroSystems Management conducted a site visit and provided a draft scope of work with costs, detailed treatments and timeline.
- Internal partners are NAU Facility Services PDC project sponsorship, LOS monitoring support, Office of Sustainability tree inventory, and Research Greenhouse and GIS department technical support for the 2025 assessment mapping.

Project Parameters

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

Taking into account the sensitivity of channel banks to disturbance and erosion, cut stump and foliar herbicide treatments will be used to minimize soil disturbance. The application of herbicides within the project area will be selective and herbicides applied will be water safe. Herbicides applied selectively and mixed at appropriate concentrations have very short-lived viability in the soil. The dye used in the herbicide application will fade within 1-5 days and will ensure that plants are only treated once and allow for progress to be visually tracked.

Competitive revegetation with desirable species after two seasons of treatments will suppress invasives through resource competition, restoring natural ecology. The slope north of Skydome will have biodegradable erosion control blankets installed along with seeding. These measures will limit bare soil for invasives to re-colonize.

Benefits include increased ecological integrity of an important component of the Rio de Flag watershed; reduction in the spread of invasive vegetation; improved erosion and stormwater solutions through revegetation and soil stabilization for south campus; and increased habitat for native wildlife.

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

This is a one-time match for a 3 year grant.

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).

Monitoring will occur throughout the project period to quantify how much of the vegetative cover in the wash is invasive. The metrics will be percent cover of each species, and number of acres treated/ replanted/ etc. Volunteer hours will be tracked and recorded by NAU PDC.

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

Monitoring will be conducted through ocular estimates, and compared to a survey of vegetation in the area taken in summer 2025 to find changes in the population. The contractor reporting will include digital map polygons of areas treated and reseeded.

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 targeted outcome is a 90% reduction in invasive grass and forb cover. The project will also include erosion stabilization of the slope north of the Skydome, and removal of 47 mature Siberian elms that are sources of invasive seed spread.

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
Project Labor	LOS monitoring training	2 assistant managers & 1 equipment operator @ 4 hours each	\$499
Contractual	Contractor restoration work	- Task 1 Invasive Species Management & Monitoring Plan = \$4800 - Task 2 Monitor Training = \$2500 - Task 3 Cut Stump Herbicide Treatments = \$57,672 - Task 4 Follow up Siberian elm and Russian olive Treatments = \$4012.20 - Task 5 Siberian elm Hazard Tree Removal = \$20,800 - Task 6 Weedy Forb Herbicide Treatments (x3) = \$13,559.40 - Task 6b Cheatgrass Herbicide Treatments (x3) = \$13,559.40	\$145,103

		- Task 7 Competitive Revegetation and Seed Selection = \$15,000 - Task 8 Erosion Control Best Management Practices = \$12,000 - Task 9 Pre-emergent/Bare Ground Herbicide Application = \$1200	
Project Contingency	5% of contractual costs (unforeseen conditions, parking/staging, temporary fencing, signage or other)	$\$145,103 \times .05$	\$7,255
PDC Project Management Fee	8% of contractual cost + contingency	$(\$145,103 + \$7,255) = \$152,358 \times .08$	\$12,189
Indirect Costs	Indirect costs are applied at the on-campus Other Sponsored Activities rate of 29.4% of the total project costs	$\$165,046 \times .294$	\$48,523

5% Contingency (5% of total project cost)	Contingency is applied to contract amount, see above
Total Project Cost	\$213,569.00

Total Funding Requested: **\$1,175** (Green Fund 0.81% Cash Match = \$145,103 x.0081)

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
Award notification	AZ DFFM, NAU PDC	June 2026
NAU obtains ADOT encroachment permit	NAU PDC, ADOT	July 2026
DFFM/NAU and NAU/Contractor contracts executed	AZ DFFM, NAU PDC, Contractor	September 2026
Contractor completes monitoring and treatment plan	Contractor, NAU PDC	September 2026
Begin monitoring protocol training for LOS staff	Contractor, NAU LOS	September 2026
Siberian elm seedlings and saplings cut stump treatment. Siberian elm tree removal. Russian olive cut stump treatment	Contractor	December 2026
Knapweed and other invasive forb foliar treatment	Contractor	August 2027
Siberian elm tree removal	Contractor	June 2027
Cheatgrass foliar treatment; Siberian elm and Russian olive cut stump treatments	Contractor	November 2027

Monitoring of project transitions to LOS	Contractor, NAU LOS	November 2027
Additional forb and grass foliar treatment	Contractor	September 2028
First round of native seeding	Contractor	November 2028
Final foliar treatments	Contractor	May 2029
Final round of seeding	Contractor	June 2029
Transition of project care to LOS and community partners	Contractor, NAU PDC, Friends of the Rio de Flag, NAU LOS	June 2029

Expected Project Completion Date: Spring/Summer, 2029

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, I, Janel Wilcox, landscape architect, Facility Services - Planning Design & Construction 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.

Attn: NAU Green Fund

Subject: Letter of Support

Project Name: Restoring Sinclair Wash: Invasive Plant Treatments on the NAU Flagstaff Campus

Dear Green Fund Committee:

I am writing in support of Facility Service's request to the Green Fund for a match for the AZ DFFM 2026 Invasive Plant Grant (IPG) application, that was submitted by Janel Wilcox, Landscape Architect. NAU is specifically applying for Restoring Sinclair Wash: Invasive Plant Treatments on the NAU Flagstaff Campus.

The Facility Services department understands that any and all future expenses associated with the Sinclair Wash will be covered by the Facility Services department. We understand that the Green Fund is only responsible for the initial request in this submission. We understand that reimbursement of costs will be initiated upon completion of the project. We understand that it is the duty of the project applicant and advisor to coordinate all student wages, permissions, approvals, etc. prior to the submission of the project application.

If you require additional information, please do not hesitate to contact me at (928) 523-3839.

Thank you for your consideration of this request.

Sincerely,



Stephanie Bauer
Associate Vice President
Facility Services
Northern Arizona University