



## **The Buck Lab for Climate & Environment – Grant Programs**

### **Background**

Through a very generous gift from Colby College Trustee Sandy Buck '78 and Sissy Buck, Colby established the Buck Lab for Climate & Environment, a nexus for Colby students, faculty and community partners to collaborate on environmental scholarship, teaching and learning, civic engagement, and career explorations. The Buck Lab is also an incubator to incentivize new and broad-reaching interdisciplinary work to further understand and solve the world's daunting environmental and climate-related challenges. By disseminating the insights gained from the environmental work of students, faculty, and staff, the Buck Lab creates a highly visible public face for Colby's strong contributions to and leadership role in the study of the environment.

Says Sandy Buck, "There has never been a more important time for innovative thinking and investment in environmental issues. Having worked with Maine's environmental organizations for a long time, I see how hungry they are for collaboration, and how much we have to do to change course and leave this planet in a better place for the next generation. I can't think of a better way to do it than providing opportunities for young people who are passionate about this work."<sup>1</sup>

Through a series of grants programs, The Buck Lab support student and faculty research, experiential learning opportunities in the classroom and in the field, student internships with new collaborative partners doing environmental work, community engagement, professional skills development, career networking, and travel to professional meetings.

### **Buck Lab Community Engagement Grants for 2020-2021**

Current Colby students from all disciplines are invited to apply for funding to support community engagement, outreach/education and innovative entrepreneurial projects related to climate change, sustainability and other environmental challenges. Projects may be focused at any level, from local to global. Students must identify a sponsor for the project, and if that person is not a Colby faculty/staff member, students must also identify a Colby sponsor who will help mentor and evaluate the student's experience. We will consider proposals for remote and in-person experiences, and we will provide guidance related to COVID-19 later in the spring term.

We offer two rounds of grants for January (deadline in Nov) and summer (deadline in April). Seniors are not eligible for summer funding after they've graduated.

### **Guidelines**

Buck Lab Community Engagement Grants will be awarded competitively, and the award amount will vary depending upon the nature and location of the project, quality of the grant proposal, feasibility of the project, availability of funds, and other factors deemed important by the grants

<sup>1</sup><http://www.pressherald.com/2016/12/14/colby-to-launch-internships-in-sustainability-and-climate-change/>

committee. Before submitting an application, students are strongly encouraged to discuss their plans and the grant guidelines and submission process with their project sponsors. Students may also consult with Buck Lab Director Gail Carlson ([gcarlson@colby.edu](mailto:gcarlson@colby.edu)).

All successful grant recipients will be required to report back to the Buck Lab and the Colby community on their project experience and outcomes. At a minimum, students will present their results at a dedicated Buck Lab session at the Colby Liberal Arts Symposium (CLAS). Students will also submit to the Buck Lab a short description of their experience and at least one photo or other form of image for use in Buck Lab communications materials. Any publications or presentations resulting from this funded work should acknowledge the support of the Buck Lab for Climate & Environment.

**Deadlines:** Review of applications for summer grants will begin on Monday, April 5, 2021.

**Submission:** Students must complete a Buck Lab Community Engagement Grant application as described below. All materials, including letters of recommendation, must be submitted electronically to [bucklab@colby.edu](mailto:bucklab@colby.edu) by the deadline. Grant recipients will be selected by the Buck Lab Advisory Committee.

## Proposals

Proposals should be concise and clear and include all sections indicated below. Please use one-inch margins, 12-point font, double-spacing, and do not exceed four (4) pages in length. Save your file as a PDF with the following label that indicates you are applying for a community engagement (CE) grant: **YourLastName\_BuckLabCE\_Date**.

Please include:

### PROJECT INFORMATION

- At the top, your name, major and class year. Include your name in a heading on all pages of the document
- Indicate that you are applying for a Buck Lab Community Engagement Grant.
- Project title, names and affiliations of all project sponsors and partners
- If you are working with an off-campus sponsor, list the name and department/program of your Colby sponsor.

### ABSTRACT

- Abstract (150 words or less) that briefly summarizes the environmental or climate-related concern you are focused on, what your approach is to address this concern through community engagement, who your target community is, partners and collaborators, and desired outcomes

### INTRODUCTION

- Background and description of environmental concern and how your proposed community engagement project addresses this concern; include references to key literature in the field
- Statement about the connection of your proposed project to the mission of the Buck Lab and how the project fits with your academic priorities

## APPROACH

- Detailed project description, including:
  - Location where project will be carried out and rationale for this location
  - Partners, community members, organizations, etc. that will provide resources or serve as collaborators or participants
  - Expected start and end date for this project
  - Specific activities planned and supplies, equipment or other materials needed
  - Tentative timeline of activities
  - Statement of evidence that you have the skills necessary to carry out this project, usually indicated by relevant completed course work
  - If needed, confirmation that the Colby Institutional Review Board (IRB) approval for human subjects research has been granted (see [www.colby.edu/psych/irb](http://www.colby.edu/psych/irb))
  - Address issues related to safety, cost, project feasibility, etc. that may be of interest to the grant committee

## OUTPUT

- Describe expected final products from this project, including presentations, reports, exhibits, conference presentations, manuscripts, etc.

## BUDGET

- Use a table format for each expense category (travel, lodging, food, site transportation, supplies, other expenses). See sample table below.
- Indicate *Unit Cost* (e.g., estimated lodging cost per night), *Number of Units* (e.g., number of nights' lodging) and *Total Cost* (e.g., unit cost x number of units)
- Make sure all budget items are justified by your project description. This is best done by including an *Expense Justification* column and annotating your budget items.
- Make sure the costs are reasonable – don't underestimate and use the minimum possible cost, but also don't overestimate and budget extravagant expenses; *economy in budget planning is encouraged when possible*.
- Include a stipend if needed to cover the equivalent amount of work study earnings or summer earnings that would otherwise be earned during the grant period, not to exceed \$400 for Jan 2019 and \$2,500 for summer 2019.
- Include the total amount of funding requested in bold in the bottom row.
- Indicate in narrative form if you are seeking funds for this project from sources other than the Buck Lab

LastName Proposed Budget				
	Unit Cost	No. Units	Total Cost	Expense Justification
Travel				
Lodging				
Food				
Transportation				
Stipend				
Other expenses				
<b>TOTAL</b>			<b>TOTAL</b>	

## **Letters of support**

Students must arrange for a letter of support to be submitted to Buck Lab committee separate from the student's application. This letter must come from the student's Colby sponsor, verifying that this community engagement project is reasonable and that the student has the skills necessary to carry it out. If students are proposing to collaborate with a non-Colby sponsor, they must arrange for a letter of support from that person as well. Letters should be emailed to [bucklab@colby.edu](mailto:bucklab@colby.edu) by the deadline.

## **Disbursement of funds**

Successful grant recipients will receive their awarded funds as a lump sum from the Office of Student Financial Services in advance of the start of the project. Students must keep and submit all original receipts covering all expenses. Receipts must show clearly what was purchased and for how much. Best practice is to keep a spreadsheet of all expenses as you go along. Submit all receipts in an organized budget report within one month of completion of the project to [bucklab@colby.edu](mailto:bucklab@colby.edu).

## **Liabilities and consent**

Students are responsible for any expenses or liabilities incurred during their project that are in excess of the approved award from the Buck lab. Award recipients are solely responsible for insuring their own safety during all project activities. Colby College, the Buck Lab for Climate & Environment and faculty and staff associated with this grant are not responsible for health or safety issues that may arise as a result of this grant award.

Students are responsible for checking on travel warnings to their project locations (e.g., from the U.S. State Department). Students need to submit a travel waiver as required by the Off-Campus Study Office and Risk Management Office for travel to countries with travel warnings. For projects that require international travel, students are required to sign up with the college's new travel registry through the off-campus study office (<http://www.colby.edu/offcampus/travel-registry/>).