



a.r.u. | Anglia Ruskin
University

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Green
Society Fund

Handbook

September 2021



www.anglia.ac.uk/greenfund

ARU Green Society Fund

What is the fund?

The ARU Green Society Fund is a source of extra funding for your club or society provided by the ARU Environment Team. To apply for funding you will need to complete a set number of green criteria aimed to encourage smart and responsible behaviours that embeds sustainability into the actions of your club and society. Criteria range from small things such as promoting voting in elections to something as big as holding a green event. The more actions you complete the larger the grant you can apply for; we have **£50, £100** and **£250** grants available.

This year we are taking the fund in a new direction by focusing on the theme of [the UN's Sustainable Development Goals \(SDG's\)](#). Each of the general criteria is related to at least one of the SDG's.

The fund is limited and applications will be based on a first come first served basis. To start the fund we will put £1 in the pot for every student who fills in the ARU Travel Survey during October 2021.

Below are some testimonials from some of last year's successful applicants:

"The green fund was a great way for us to look at ways we could help the environment, we found the process easy to understand and complete. We will be using the money for travel by bus to our competitions, so that we can travel as a team and keep our carbon footprint low. We encourage societies to get involved with the green fund and ways they can help our planet."

ARU Sirens

"The green fund is a really good way to incentivise environmentally friendly habits within the clubs and societies here at ARU. It's not that hard to get rewarded for it. It does a great job of drawing your attention to how to improve our environmental impact."

Pokemon Society

"The green fund project has helped us raise funds for upcoming years of TAGs. We were surprised how simple it was to complete the form as we were doing some of the aspects already".

TAGs

How to apply

To apply for the Green Fund you will need to choose and complete your desired criteria for the tier funding you would like to apply for, and collect sufficient evidence.

The below table shows how many of each criteria you will need to complete for each tier of funding.

| | No. of essential (ARU) criteria | No. of general (SDG's) criteria |
|-------------------------------|--|--|
| Green Fund BRONZE £50 | 1 | 2 |
| Green Fund SILVER £100 | 2 | 3 |
| Green Fund GOLD £250 | 3 | 5 |

Our criteria are split into 'ARU' and 'SDG's', you will need to pick the appropriate number from each category depending on the tier of funding you are applying for. It is important to note to receive the Green Fund GOLD grant you **MUST** complete all three of the 'ARU' essential criteria.

Clubs and societies can make up to 2 applications per academic year. For the second application by the same club/society the same criteria can be selected however the evidence **MUST** be different.

All the criteria are available at the end of this handbook in a table with details, links to further help and suggestions for your evidence.

To apply please download and complete an application form from our [website](#) and send to environment@aru.ac.uk. The deadline for applications for 2021/2022 is Sunday 29th May 2022.

Terms and Conditions

- The grant money must be used to benefit the society in some way, for example providing equipment or paying towards events. If you are unsure whether the use of your grant money is suitable please contact the ARU environment team at environment@aru.ac.uk or 01245 790577.
- Applications and evidence will be reviewed by the Environment Team, which reserves the right to reject applications and has the final say. Feedback will always be given explaining the reasons for rejection.
- There is a limited budget available and applications will be on a first come first served basis for first time applicants but first time applicants will have priority over those applying for a secondary fund.
- Deadline for entries for the academic year 2021/22 is Sunday 29th May 2022.
- Clubs and societies will not be able to make more than 2 applications per academic year.
- Funds should not be used for activities which contradict the values of ARU, particularly our commitment to environmental responsibility.
- By submitting photos as evidence to the Green Fund you confirm that these can be used in future publicity and marketing material by the Environment Team.
- We require a group photo of your club/society to process your application.
- If your application is successful we ask for you to provide a testimonial for the Green Fund that we can use for future promotions.

ARU Green Society Fund Criteria

Essential criteria

| Criteria | Details | Further information | Examples of required evidence |
|----------------------|--|---|---|
| A NNOUNCEMENT | <p>Must use at least one of the different forms of media to advertise ARUgreen to >50 students:</p> <ul style="list-style-type: none"> - Social media - Lectures - Posters | <p>These must include specific details of the benefits of the site and how to sign up to it. The site is: arugreen.teamjump.co.uk/</p> <p>Email us for further details.</p> | <ul style="list-style-type: none"> • A video of you making the announcement • An email from your lecturer confirming it happened. • Forward us the tweet, post or Insta Post made. |
| R EGISTER | <p>Get >10 students to sign up to ARUgreen.</p> | <p>Direct students to arugreen.teamjump.co.uk/ and get them to register with their academic email address.</p> | <ul style="list-style-type: none"> • Copies of confirmation emails received. |
| U TILISE | <p>Follow us on social media.</p> | <p>The club or society has connected with the Environment Team on social media and engaged through liking/sharing/posting or retweeting.</p> <p>ARU Twitter ARU Instagram</p> | <ul style="list-style-type: none"> • Copies of emails sent • Links to social media posts • Copies of a flyer/poster promoting the survey etc. |

General 'SDGs' criteria

For each SDG criteria you fulfil you will need to provide us with a photo of you with the relevant SDG sign. We will provide you with the relevant signage.

| General | Criteria | Details | Further information | Examples of required evidence | Related SDG's |
|---|---|--|---|---|---|
| 1. Sustainable purchasing | Societies/clubs sustainable purchase clothing and other goods/ donate items to charity | The society has ensured that society goods are ethical made. | This can apply to all types of purchasing, from cardboard inserts/tissue paper in folded t-shirts to items being posted out over packaged. | <ul style="list-style-type: none"> Copies of emails sent to suppliers. Evidence on items purchased being Fairtrade/ ethically made. | GOAL 1: No Poverty GOAL 12: Responsible Consumption and Production |
| 2. Fairtrade bake sale/donate to food bank | <ul style="list-style-type: none"> Fairtrade Bake Sales When having social events give any leftover food to the foodbank. | If a bake sale is held Fairtrade ingredients should be used and promoted. | <p>This criteria is for baking your own cakes to sell at a bake sale and does not apply to premade confectionary you buy. If you would like further information or leaflets to display at your bake sale please email us.</p> <p>The location of the food bank:</p> <ul style="list-style-type: none"> Chelmsford Cambridge Peterborough London | <ul style="list-style-type: none"> Send us photos of your bake sale that clearly show Fairtrade ingredients/publi city. | GOAL 2: Zero Hunger |
| 3. Sports activity | <ul style="list-style-type: none"> Exercise Direct members to the health and well-being page | <ul style="list-style-type: none"> Undertake at least 30 minutes of exercise. | | <ul style="list-style-type: none"> Send us photos of you during exercise. | GOAL 3: Good Health and Well-being |

| General | Criteria | Details | Further information | Examples of required evidence | Related SDG's |
|--------------------------------------|--|---|--|---|---|
| | of the ARU website | <ul style="list-style-type: none"> • https://web.anglia.ac.uk/onet/student_services/health/ | | <ul style="list-style-type: none"> • Copies of emails sent to society members. | |
| 4. Social activity | Leisure activity other than exercise i.e. board games. | Activity must be healthy and not involve drinking alcohol. | | <ul style="list-style-type: none"> • Send us photos of you during activity. • Copies of emails sent to society members | GOAL 3: Good Health and Well-being |
| 5. Green Induction | Educate committee members in sustainability and environment | Committee members have completed our green induction to ARU | All committee members of the club/society committee must have read and signed our green induction. Download the induction from our website . | <ul style="list-style-type: none"> • Send us a signed and dated induction with ALL committee members' names on. | GOAL 4: Quality Education |
| 6. Advertise ARU Ecoffee cups | Bring reusable cups to social events/ advertise ARU Ecoffee cups to those that do not have reusable cups | If refreshments are provided for events/meetings there should be a preference for: <ul style="list-style-type: none"> 1) Tap water (please note still and sparkling water used by hospitality is already tap water but filtered) 2) Fairly traded | This can apply to refreshments purchased independently or through ARU catering. | <ul style="list-style-type: none"> • Send us photos of your refreshments | GOAL 6: Clean Water and Sanitation – Save water |

| General | Criteria | Details | Further information | Examples of required evidence | Related SDG's |
|--------------------------------|--|--|--|---|---|
| | | <p>options (coffee is already Fairtrade/ rainforest Alliance)</p> <p>3) Local/organic options where possible</p> <p>4) Consideration of vegan and vegetarian options.</p> | | | |
| 7. Transport | Driving | If a member of the club/society use their vehicle to travel to events they have completed an online eco driving quiz. | Eco driving quiz | <ul style="list-style-type: none"> • Screenshot of your completed quiz. • Photos of individuals completing the quiz | GOAL 7: Affordable and Clean Energy – Use green energy |
| 8. Community Engagement | Have your society receive the Community Newsletter | Email either Rachel (Chelmsford) or Miriam (Cambridge) asking to receive the newsletter. | <p>Access the website: https://www.anglia.ac.uk/community-engagement/newsletters</p> <p>If your society does not have an email address all committee members must receive the email instead.</p> | <ul style="list-style-type: none"> • CC us into your email | GOAL 11: Sustainable Cities and Communities – meet and welcome people |

| General | Criteria | Details | Further information | Examples of required evidence | Related SDG's |
|----------------------------|---|--|---|---|---|
| 9. ARU Weekly Walks | Get at least 5 members of your society to go on one Weekly Walk. | Chelmsford - Tuesdays 12:15pm - Cambridge - Tuesdays 12:15pm | Chelmsford: Click here for more information Cambridge: Please contact Ann Haigh or Tracy Armstrong if you want more details. | <ul style="list-style-type: none"> Chelmsford - Have Sally Pearson email us to confirm your attendance. Cambridge - Have either Ann Haigh or Tracy Armstrong email us to confirm your attendance. | GOAL 13: Climate Action – walk more, eat veg, save energy |
| 10. Travel | If members travel to events together, public transport or car sharing is used, rather than lone driving. | This applies to travel to events organised by the club/society e.g. outside lectures, conferences, day trips. | | <ul style="list-style-type: none"> Send us copies of your travel tickets or photos along with details of the event you travelled to. | GOAL 13: Climate Action – walk more, eat veg, save energy |
| 11. Reduce waste | Read the waste and recycling information and complete the waste and recycling quiz. Pledge to decrease plastic pollution. | <ul style="list-style-type: none"> Waste and recycling information Waste and recycling quiz <p>Pledge on social media to cut back on plastic pollution</p> | The aim of the pledge is to show your societies or clubs dedication to reducing the amount of plastic pollution. | <ul style="list-style-type: none"> Email us to let us know you have completed the quiz Links to social media posts | GOAL 14: Life Below Water – cut plastic pollution |

| General | Criteria | Details | Further information | Examples of required evidence | Related SDG's |
|---|--|---|---|--|--|
| 12. Environmental Awareness | Campus Green Tour | <ul style="list-style-type: none"> Committee members of the club/society must attend a green trail with a member of our staff. | Contact the Environment Team to arrange a date and time. | Provide us with a check list of clubs committee members. | GOAL 15: Life on Land. |
| 13. Promote the democratic nature of your societies/SU | Promote voting in SU elections. | Do not plug any particular individual just the concept of voting. | | <ul style="list-style-type: none"> Copies of emails sent to society members. Links to social media posts | GOAL 16: Peace and Justice Strong Institutions – vote for good |
| 14. Quizzes | If you hold a quiz night there should be one question relating to the environment at ARU. | | Questions can be made by exploring our website | <ul style="list-style-type: none"> Send us a list of your quiz questions. | GOAL 17: Partnerships to achieve the Goal – join groups and have fun |
| 15. Promote Travel Survey | Promoted the ARU travel survey to >50 students in October and highlight £1 will be donated to the Green Fund per student who completes it. | | Direct students to www.anglia.ac.uk/travel where they will find the link. You can promote this to students in a variety of ways but you must be able to evidence it. | <ul style="list-style-type: none"> Copies of emails sent Links to social media posts Copies of a flyer/poster | GOAL 17: Partnerships to achieve the Goal – get people involved in sustainable travel. |

| General | Criteria | Details | Further information | Examples of required evidence | Related SDG's |
|--------------------|----------|--|--|---|---------------|
| 16. General | Other | If you feel your club/society is doing something we haven't covered let us know and we may be able to count it towards your criteria | Be as imaginative as you like! We want to hear from you about other things you might be doing that reduce your impact on the environment. If you're unsure just ask. | <ul style="list-style-type: none"> • Dependent on your criteria - ask us for advice if you're unsure. | |

If you feel your club/society is doing something we haven't covered let us know and we may be able to count it towards your criteria. Be as imaginative as you like! We want to hear from you about other things you might be doing that reduce your impact on the environment. If you're unsure just ask.

Dependent on your criteria - ask us for advice if you're unsure.

If you have any questions please contact the Environment Team by [email](#) or phone 01245 790577.

1 NO POVERTY



2 ZERO HUNGER



3 GOOD HEALTH AND WELL-BEING



4 QUALITY EDUCATION



5 GENDER EQUALITY



6 CLEAN WATER AND SANITATION



7 AFFORDABLE AND CLEAN ENERGY



8 DECENT WORK AND ECONOMIC GROWTH



9 INDUSTRY, INNOVATION AND INFRASTRUCTURE



10 REDUCED INEQUALITIES



11 SUSTAINABLE CITIES AND COMMUNITIES



12 RESPONSIBLE CONSUMPTION AND PRODUCTION



13 CLIMATE ACTION



14 LIFE BELOW WATER



15 LIFE ON LAND



16 PEACE, JUSTICE AND STRONG INSTITUTIONS



17 PARTNERSHIPS FOR THE GOALS



SUSTAINABLE DEVELOPMENT GOALS