

COVER PAGE

PROJECT INFORMATION

Please complete the fields below with information regarding your project.

Project Title Macdonald Campus Tree Planting Initiative

Brief Description Plant 200 trees at Macdonald Campus in honour of McGill Bicentennial between Fall 2020-Fall 2021

Total Estimated Project Budget \$25,000 **Amount Requested from SPF** \$25,000

Campus(es) Impacted Downtown Macdonald Gault Nature Reserve Other _____

CONTACT INFORMATION

Project Leader

This person must be a current McGill University student, administrative staff, or academic staff.

Name	<u>Lindsay Flood</u>	Affiliation	<u>Administrative Staff</u>
Phone	<u>514-398-7571</u>	Faculty/Unit/Organization	<u>AES/Admin. Hub</u>
Email	<u>lindsay.flood@mcgill.ca</u>	Campus	<u>Macdonald</u>

Project Team Members

The SPF encourages you to be inclusive, collaborative (especially between staff and students), diverse, and interdisciplinary when possible. To list more members, please complete a second cover page. You may e-mail it to [SPF Staff](#) to include with your application.

Name	<u>Franco Nardi</u>	Affiliation	<u>Administrative Staff</u>
Email	<u>franco.nardi@mcgill.ca</u>	Faculty/Unit/Organization	<u>AES/Facilities Mgmt</u>
Name	<u>David Wees</u>	Affiliation	<u>Academic Staff</u>
Email	<u>david.wees@mcgill.ca</u>	Faculty/Unit/Organization	<u>AES/FMT</u>
Name	<u>Rachael Warner</u>	Affiliation	<u>Postgraduate</u>
Email	<u>rachael.warner@mail.mcgill.ca</u>	Faculty/Unit/Organization	<u>AES/MCGSS</u>
Name	<u>Ainsley Merk</u>	Affiliation	<u>Postgraduate</u>
Email	<u>ainsley.merk@mail.mcgill.ca</u>	Faculty/Unit/Organization	<u>AES/Mac Farm</u>
Name	<u>Frieda Beauregard</u>	Affiliation	<u>Academic Staff</u>
Email	<u>frieda.beauregard@mcgill.ca</u>	Faculty/Unit/Organization	<u>AES/Herbarium</u>

SUBMISSION INFORMATION

In line with the [SPF Eligibility Criteria](#), our team certifies that this project takes place at [McGill University](#), is sustainability focused, is requesting seed funding, and is action oriented. Yes No

Our team has read the [SPF Terms & Conditions](#) and agrees to respect them. Yes No

Our team understands that this application is not confidential and consents to have its contents shared with relevant stakeholders during the review process and, if approved, on the SPF website. Yes No

Our team agrees to have [their contact information](#) included in the complete and shared application. Yes No

PROJECT OVERVIEW

Instructions: Please answer the questions below as clearly and concisely as possible. You will be able to detail your project further in Part 2 of the Over \$5,000 application process, the Project Plan, as well as submit relevant appendices. Once you have completed this Project Overview, save it and submit it online. SPF Staff will respond with feedback on your application within 2 weeks and send you Part 2. Once all sections are complete, the combined application will be provided to the SPF Governance Council for their review and decision. As a reminder, all SPF applications are assessed using the [SPF Eligibility & Evaluation Criteria](#):

ELIGIBILITY CRITERIA		EVALUATION CRITERIA		
AT MCGILL	SUSTAINABILITY FOCUSED	ANALYSIS	IMPACT	FEASIBILITY
SEED FUNDING	ACTION ORIENTED	COLLABORATION	SUPPORT	CAPACITY BUILDING

Before starting, you may find it helpful to consult the [SPF Sustainability Brief](#) and [Vision 2020 Climate & Sustainability Action Plan](#).

CONTEXT

Criteria assessed in this section: **SUSTAINABILITY FOCUSED, ANALYSIS**

- 1. What specific sustainability-related need/issue have you identified at McGill and aim to address through your project? In your response, please describe clearly how the need/issue is related to sustainability.**

Note: Please wait to detail your project idea in response to Question 5. Limit ~100 Words

Macdonald Campus is a beautiful, 650-hectare lakefront campus, but there are several green areas which are under utilized and could be dedicated to a tree-planting initiative. This project would provide teaching opportunities for various courses; help store and sequester carbon; reduce urban heat island effect; provide critical animal habitat and windscreening; as well as provide an aesthetically pleasing landscape to promote the health and well-being of the Macdonald Campus community.

- 2. How do you know this is a need/issue? What research have you done (e.g. consultation, observation, survey)?**

Limit ~100 Words

A survey was circulated in December 2019 to the Macdonald community and planting trees/creating green spaces was one of the predominant responses. Additionally, McGill's carbon neutrality strategy prioritizes emission reductions, followed by carbon sequestration, and lastly offsetting unavoidable greenhouse gas emissions. By increasing local carbon sequestration on our properties, we contribute to achieving the long-term target of carbon neutrality by 2040. This initiative also contributes to the city of Montreal's "Plan Canopée" - which aim to increase the canopy coverage of the Island from 20% to 25% by 2025 (3900 trees to be planted on the institutional grounds of Ste-Anne-de-Bellevue).

- 3. What relevant information and/or best practices have you found that relate to this need/issue? In addition to information from external sources, detail any relevant related initiatives (past or current) that you are aware of at McGill. Limit ~100 Words**

Tree Canada (<https://treecanada.ca/greening-communities/community-tree-grants/greening-canada-school-grounds/>) has published guidelines on how to integrate tree planting initiatives into curricula. A McGill thesis project demonstrated that afforestation efforts at the Arboretum and Macdonald Campus Farm could increase McGill's annual sequestration by 231 tCO₂e (Boushey, I. 2019. "Evaluation of Aboveground Forest Carbon Sequestration for Climate Change Mitigation Targets: A Case Study on McGill University Properties"). These plantations efforts would increase McGill local carbon sequestration and contribute to the Universities long-term target of becoming carbon neutral by 2040.

4. What expertise or qualifications does your team have regarding this need/issue, if any? *Limit ~100 Words*

F. Nardi is Grounds and Vehicle Maintenance Supervisor. D. Wees is a Faculty Lecturer in the Plant Science Dept. and Farm Management and Technology (FMT) program; he is also the Associate Director the the FMT program. F. Beauregard is an Academic Associate/Course Lecture in the Plant Science Dept. and Manager of the Mac Herbarium.

PROJECT IDEA

Criteria assessed in this section: **ALL ELIGIBILITY & EVALUATION CRITERIA**

5. In context of the sustainability-related need/issue that you previously identified, what is your project idea? Please describe the idea thoroughly and concisely. In your response, share how your project is new or how it is complementary to existing initiatives. *Limit ~400 Words*

Subject to change based on COVID-19 progression: The goal of the project would be to plant 200 trees at Macdonald Campus in honour of McGill's Bicentennial. There would be 3 phases: Fall 2020, Spring 2021, and Fall 2021. Our project team members have identified that approximately 25 'planting staff' would need to be recruited from FMTP 097 and PLNT 312 students, campus care team, as well as a general call for faculty/staff/student volunteers. Locations for planting have been identified and are in the process of being approved. A list of potential native species of trees and shrubs have also been identified. This project would provide teaching opportunities for at least 4 courses: FMT4 005, FMTP 097, PLNT 312 and PLNT 358. There have been previously planting initiatives at Mac Campus, but this would address many 'neglected' areas on campus, and there would also be the opportunity to coincide this project with creating better pedestrian/cycling access through campus. The McGill Master Plan aims to increase pedestrian experience through better campus connectivity. Planting initiatives would complement this project and help create a welcoming space for student, staff, and faculty. There could also be an opportunity for the team building activity between the Downtown and Macdonald campus communities, to bridge the gap between the two campuses.

6. Is your project related to the University's [Vision 2020 Sustainability Strategy](#)? Yes No Not sure

7. If you answered yes to Question 6, how does it relate? Please refer to the strategy category (e.g. Research, Education, Connectivity, Operations, and Governance & Administration) or related action from the [2017-2020 Climate & Sustainability Action Plan](#) in your response. *Limit ~100 Words*

Research - provide research opportunities to study native plant species, etc.
Education - provide teaching opportunities for identified courses and extra-curricular opportunities, increase visibility/awareness of sustainability initiatives at Macdonald campus, provide potential sustainability content for McGill orientaton/events through 'walking tours' of campus tree and plant species, etc.
Connectivity - provide opportunity for McGill community to engage and connect through sustainability-related activities, provide venue for Indigenous symbolism to be displayed around campus/naming opportunities
McGill Master Plan - contribute to McGill's long-term target of achieving carbon neutrality by 2040

TRANSFORMING CAMPUS

Criteria assessed in this section: **AT MCGILL, IMPACT**

8. In the table below, describe your proposed project's 2-5 main impacts on the McGill campus community or goals to accomplish. Please check the stakeholders that will be impacted. Finally, please list at least one key [success indicator](#) for each impact (e.g. # people will be engaged in the project, % waste will be diverted from the landfill, # buildings will be LEED certified, etc.)

Main Impacts/Goals		McGill Stakeholders Impacted (check all that apply)	Key Success Indicator(s)
REQUIRED	1 Teaching opportunities for various courses (FMTF 097, FMT4 005, PLNT 312, PLNT 358)	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Academic Staff <input type="checkbox"/> Postgraduate <input type="checkbox"/> Admin. Staff <input type="checkbox"/> Alumni	# of students involved
	2 Carbon sequestration	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Academic Staff <input type="checkbox"/> Postgraduate <input type="checkbox"/> Admin. Staff <input checked="" type="checkbox"/> Alumni	Projected tonnes of CO2 sequestered
OPTIONAL	3 Mac community involvement	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Academic Staff <input checked="" type="checkbox"/> Postgraduate <input checked="" type="checkbox"/> Admin. Staff <input checked="" type="checkbox"/> Alumni	# of people involved in tree planting
	4 Diversified landscapes are more resilient and support greater biodiversity	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Academic Staff <input checked="" type="checkbox"/> Postgraduate <input checked="" type="checkbox"/> Admin. Staff <input type="checkbox"/> Alumni	
	5 Reduce energy costs and lawn care maintenance (less grass areas = less mowing required)	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Academic Staff <input checked="" type="checkbox"/> Postgraduate <input checked="" type="checkbox"/> Admin. Staff <input type="checkbox"/> Alumni	

9. Have you considered implementing your project at more than one McGill campus? (e.g. If your project is downtown, could it be implemented at Macdonald Campus as well?)

Yes No

10. If relevant, please describe your choice(s) of campus(es) and why this choice is best for your project. *Limit ~150 Words*

If a downtown team and adequate space could be identified, we would be glad to collaborate. Of course, a separate budget would be required to support the downtown counterpart.

PART 2: PROJECT PLAN

Instructions: Please answer the questions below as clearly and concisely as possible. Once you have completed this Project Plan, save it and submit it online. SPF Staff will respond with feedback on your application within 2 weeks. Once all sections are complete, the combined application will be provided to the SPF Governance Council for their review and decision. As a reminder, all SPF applications are assessed using the [SPF Eligibility & Evaluation Criteria](#):

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IMPLEMENTATION

Criteria assessed in this section: **ACTION ORIENTED, FEASIBILITY, IMPACT**

- List the key **activities** for your project and indicate the timing for these on the right. Please be specific and realistic when formulating your activities, ensuring that they are achievable within the indicated timeframe.

Key Project Activities	Start Date (MM-DD-YY)	End Date (MM-DD-YY)
Fall 2020: Purchase and plant 50 trees - Mac Market / S Road near Eco Residences	October 2020	October 2020
Spring 2021: Purchase and plant 75 trees	May 2021	May 2021
Fall 2021: Purchase and plant 75 trees	October 2021	October 2021

- Please describe what will happen to your project after the SPF funding ends. Additionally, please share if anything will be produced or installed. (e.g. a workshop guide, equipment, a toolkit, a network, website, etc.) If so, please describe these items and indicate how they will be maintained. *Limit ~200 Words*

Initiative will be highlighted on MOOS and Mac websites and social media. Plan to create tree guide for Mac campus/walking tour. Mac Campus Care will oversee maintenance of trees after planting.

- Please list any potential risks associated with your project and the measures you will take to reduce their likelihood.

Main Risks	Preventative Measures
COVID-19: Health and safety risks	Social distancing measures and PPE equipment
COVID-19: Not approved as an on-campus activity	Postpone to Spring 2021 (100 trees) and Fall 2021 (100 trees)
COVID-19: Students not allowed/able to participate	Mac Campus Care to plant - faculty/staff volunteers
Planting safety risks (injuries)	Proper equipment/planting training, First Aid person and kit

STAKEHOLDER ENGAGEMENT

Criteria assessed in this section: **AT MCGILL, COLLABORATION, SUPPORT, CAPACITY BUILDING**

4. Please list all of the key stakeholders involved in your project, indicating their role and support. If the stakeholder has provided a support letter, please indicate so here and attach it as an appendix document.

Note: Projects involving modifying a space on campus, making a permanent installation, hiring a full-time staff, or adding/modifying a garden, etc., must seek permission from the appropriate stakeholder(s) (e.g. building director, Campus Planning and Development office, staff supervisor, etc.). SPF Staff can help you assess if any key stakeholders need to be added to your list.

Stakeholder's Name(s)	Title	Role in the Project	Support/Permission	Support Letter
Lindsay Flood	Admin. Officer	Project Manager	Confirmed support	N/A
Franco Nardi	Grounds Sup.	Project Manager	Confirmed	No
David Wees	Faculty Lec.	Project Manager	Confirmed	No
Facilities Sub Committee	Benoit Cote	Approver	Choose one.	Choose one.
Project Management	Biagio D'Onofrio	Approver	Choose one.	Choose one.
Campus Care	Franco Nardi	Approver	Confirmed	No
Campus Planning		Approver	Choose one.	Choose one.
			Choose one.	Choose one.
			Choose one.	Choose one.
			Choose one.	Choose one.

5. How will you communicate about your project and share its impacts with your stakeholders and the McGill community? Please describe your tactics (e.g. social media, workshops, tabling, newsletters, etc.) and any related timing (e.g. at the beginning, during, or after the project). Related activities can also be included in Question 1. Limit ~200 Words

AES Sustainability Website, AES Mac Communications e-mail announcement, MOOS Website and Social Media

6. If applicable, are there any training, volunteer opportunities, jobs, or complementary applied student research integrated in your project? Please describe. Limit ~100 Words

Training/learning opportunities for FMTP and PLNT courses. Volunteer opportunity for faculty, staff, and students.

PROJECT BUDGET

Criteria assessed in this section: **FEASIBILITY**

Revenues

Indicate any funding you will receive or may receive to complete your project, including funds from McGill Departments and Units.

Funding Source(s)	Amount Requested	Request Status
Sustainability Projects Fund (SPF)	\$26,692.50	Requested
AES Campus Care (FMAS) - post-planting care	\$6,000.00	Confirmed
	\$0.00	Choose one.
	\$0.00	Choose one.
REVENUES GRAND TOTAL (must match Expenses Grand Total))	\$32,692.50	

Expenses

Indicate your project expenses below. In the Funding Sources column, use the reference number from the first column of the Revenues section, above. You may list more than one source if applicable (e.g. 1,3).

Item Description	Unit Cost	# of Units	Total Cost	Expense paid by SPF?
200 trees/shrubs	\$100.00	200	\$20,000.00	Yes, fully
25 spades	\$30.00	25	\$ 750.00	Yes, fully
20 rakes	\$20.00	20	\$ 400.00	Yes, fully
Soil, mulch, compost	\$750.00	1	\$ 750.00	Yes, fully
Rental equipment from FMAS	\$1,000.00	1	\$1,000.00	Yes, fully
Tree guards	\$2.00	200	\$ 400.00	Yes, fully
Watering cans	\$15.00	12	\$ 180.00	Yes, fully
Post pounders	\$150.00	1	\$ 150.00	Yes, fully
Foot path materials	\$1,000.00	1	\$1,000.00	Yes, fully
Tutors, fasteners and hardware	\$13.75	150	\$2,062.50	Yes, fully
AES Campus Care (FMAS)	\$6,000.00	1	\$6,000.00	No
	\$0.00		\$ 0.00	Choose one.
	\$0.00		\$ 0.00	Choose one.
	\$0.00		\$ 0.00	Choose one.
	\$0.00		\$ 0.00	Choose one.
	\$0.00		\$ 0.00	Choose one.
	\$0.00		\$ 0.00	Choose one.
	\$0.00		\$ 0.00	Choose one.
	\$0.00		\$ 0.00	Choose one.
Expenses Subtotal			\$32,692.50	

Salaries & Wages

If applicable, please indicate any paid positions needed for your project. Please note: if you complete the Salaries & Wages section, you must also complete the [Staff Position Information Appendix](#).

Position Title	~# Hours per Week	~# Weeks	Hourly Wage	Subtotal	+ 20% Benefits	Total Cost	Funding Sources
			\$0.00	\$ 0.00	1.2	\$ 0.00	
			\$0.00	\$ 0.00	1.2	\$ 0.00	
			\$0.00	\$ 0.00	1.2	\$ 0.00	
			\$0.00	\$ 0.00	1.2	\$ 0.00	
Salaries & Wages Subtotal						\$ 0.00	

EXPENSES GRAND TOTAL (must match Revenues Grand Total)	\$32,692.50
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APPENDIX

Relevant Support Documents

List any appendix documents in order in the table, below.

Please keep the total number of pages as low as possible (recommended max 10). Please include any relevant support letters.

Doc #	Appendix Document Title	# of Pages
1	SPF Over 5k - Part 1	4
2	Proposed locations (PowerPoint)	3
3	Proposed native trees and shrubs list (Excel)	1
4	Quotes available upon request	n/a
5		
6		
7		
8		
9		
10	Staff Position Information Appendix, if applicable	