Green Impact Project Guidance - UCL

Green Impact Projects are for teams that have completed at least the Bronze Office Workbook and would like to implement a Sustainability Project in their department or Faculty. This guide will show you how to create a Sustainability Project.

Project Process

1. Complete the Bronze Office Award to ensure a minimum sustainability standard in your Office. You can do this alongside your Project.

2. Submit a project proposal form to Hannah Biggs at hannah.biggs@ucl.ac.uk.
   a. It is best to do this early on in the year so that the Sustainability Team can support the project throughout the year.
   b. A member of the team will be assigned to your project and will get in touch to meet with your team once the form has been received.

3. Record the impacts of your project (qualitative and/or quantitative) and take lots of pictures throughout your project!

4. Submit a Project Evidence Form to Hannah Biggs at hannah.biggs@ucl.ac.uk. The deadline for this is May 18th.

5. The Sustainability Team will audit your projects on the first week of June 2018.

Scoring

Projects are ranked against 5 criteria and scored out of 4 points for each. The points needed for each level of award are as follows:

Bronze: 8 points  
Silver: 12 points  
Gold: 16 points

We suggest teams start with a small scale project, before advancing to a Gold-level project. See the criteria below:

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<tbody>
<tr>
<td>Scale</td>
<td>Our project impacts our office or lab</td>
<td>Our project impacts our department</td>
<td>Our project impacts our faculty or school</td>
<td>Our project impacts the entire university</td>
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<tr>
<td>Collaboration</td>
<td>We have involved at least 1 of the following</td>
<td>We have involved at least 2 of the following stakeholders in</td>
<td>We have involved at least 3 of the following</td>
<td>We have involved at least 4 of the following</td>
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<td>Stakeholders in our project: Students, Professional Staff, Senior management, Academic staff</td>
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<td><strong>Relevance</strong></td>
<td>Our project is making our area sustainable.</td>
<td>Our project is strategically scoped around our area’s biggest sustainability impacts and opportunities.</td>
<td>Our project is strategically scoped around our area’s biggest sustainability impacts AND reflects UCL’s Sustainability Aims.</td>
<td>Our project is strategically scoped around our area’s biggest sustainability impacts AND reflects 2 of UCL’s Sustainability Aims.</td>
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<td><strong>Legacy</strong></td>
<td>Our project is a pilot project</td>
<td>Our project has a legacy beyond this timeframe. Either it has become embedded as normal practice in your department/office or you are developing it next year.</td>
<td>Our project will create positive sustainability outcomes for other departments long-term.</td>
<td>Our project has created long-term change at UCL or within the local community. It could be that you’ve embedded it into policy.</td>
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<td><strong>Impact</strong></td>
<td>The Sustainability Team will judge the impact of your SMART aims.</td>
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</table>

**Funding**

There is £500 worth of funding for ambitious Green Impact Projects. If you need funding for your project include this in your Proposal Form. Teams will be picked by the Sustainability team based on the relevance and impacts of their projects as well as on a first come basis.

**Case Studies**

**Biodiversity Projects**

The Geography department created a Conservation Group to connect students and staff alike in a shared love for nature, and to raise awareness in regards to biodiversity and conservation issues. They have organised beach cleans and launched the UCL
Plastic Free Campaign.

**UCL Careers** created a Biodiversity Garden on their roof. It provides fertiliser for their departmental plants and has increased engagement in Green Impact.

**The division of Pharmacy** created a medicinal plants which students can use in their studies.

**Labs Projects**

The Archaeology department monitored the energy usage of their fridges and freezers which led to the highest energy equipment being replaced with more efficient ones. They also looked into their cataloguing and put in processes to prevent items being stored for longer than needed. This reduce the amount of freezers needed.

**Events**

**OVPA** made the ‘It’s All Academic Festival’ sustainable. They added a sustainability tour, banned plastic bottles and hired a water fountain and much more!

**Resources**

**PALS** reduced their paper usage by creating an app to provide a lecture-to-lecture feedback system which could be integrated into the UCL Go app across all subjects and modules.

**Engagement**

To engage students and staff in sustainability, the **CEGE Green Group** ran a successful ‘Sustainability in Engineering and the Built Environment’ photography competition and hosted a subsequent exhibition of the prize winners’ and commended entrants’ submissions. [View the winners.](#)

**Embedding sustainability into education**

The **Bartlett School of Architecture**’s Skip Garden Project is an excellent example of Education for Sustainable Development. [View here.](#)

**Other**

Additional projects could help to improve sustainable travel, recycling, energy, water or procurement.