

1st Project Contest for the Establishment of a Sustainable Campus, Kyoto University

Application Guidelines(English)

■ Concept and Application Guidelines

1. Concept

The 1st Project Contest for the Establishment of a Sustainable Campus will be held as part of the “Sustainable Months” event in June 2014. The contest seeks to encourage students to think about the establishment of a sustainable campus.

2. Eligible Projects

Applicants should propose a practical project for environmental impact reduction by students. The project should be executable within the 2014 financial year (approx. five months for planning and four months for execution), and should have a relatively low budget (up to JPY 300,000 per project).

3. Eligible Applicants

The contest is open to Kyoto University students (undergraduate, master’s, doctoral, international, researchers, and auditors). Students may enter individually or in teams of up to three people. All applications must be endorsed by a faculty member of Kyoto University.

4. How to Apply

Applicants should complete and send a proposal document (using the form available from the contest website) to the following e-mail address:

kankyo@mail2.adm.kyoto-u.ac.jp

■ Judging

5. Judging Process

1. Document screening (first screening)

Applicants must submit the designated application documents, providing the following information:

- The concept and significance of the project
- Details of the project’s execution
- Details of the organization of the project
- The project execution plan
- Estimated cost
- The anticipated effect and influence of the project

* In addition to the designated proposal document, applicants should also attach any diagrams required to present their project as succinctly as possible (any format is acceptable).

2. Presentation Examination (second screening)

Applicants who pass the document screening will proceed to the presentation examination. During Sustainable Month, applicants will be screened based on a public presentation (15 min. Power Point presentation).

Evaluation of the presentation examination will be carried out by several judging committees consisting of Kyoto University faculty and staff members.

Time and Date: 12:00 pm, June 30, 2014 (tentative)

Venue: International Conference Hall, Kyoto University Clock Tower Centennial Hall

Applicants who pass the first screening should submit the Power Point data for the presentation by 17:00 on June 25, 2014. Applicants should also their presentation data on a USB memory stick in case of any equipment trouble.

6. Awards & Prizes

An award ceremony will be held during Sustainable Month. The tentative date and time is 16:00 on June 30, 2014.

1. First Prize (one award):

- Project funding of JPY 300,000*
- Travel and accommodation expenses to participate in the Association for the Advancement of Sustainability in Higher Education (AASHE) Annual Conference on Oct. 26–29, 2014 in Portland Oregon. During the conference, the prize-winners will give a presentation on their project and its role as part of Kyoto University's efforts to create a sustainable campus (presentation in English).

2. Second Prize: award for excellence (two awards):

- Project funding of JPY 300,000*
- Travel and accommodation expenses to participate in the CAS-Net JAPAN Annual Conference at Hokkaido University on November 26, 2014. During the conference, the prize-winners will give a presentation on their project and its role as part of Kyoto University's efforts to create a sustainable campus (presentation in Japanese).

3. Special Prize (at the judges' discretion, a special prize for a unique proposal may be awarded during the presentation examination):

- Project funding of JPY 300,000*

*Note: the prize money for the first, second, and special prizes must be used to purchase consumable goods only. The money awarded may not be used to purchase equipment or food and drink. If you are unsure if a certain use is appropriate or not, please confirm the intended use at the time of application.

Other Notes:

1. The winners of the first, second, and special prizes must submit a project plan by November 28, 2014 and a project report by March 31, 2015 to:
The Office for a Sustainable Campus, Environment, Safety and Health Division, Facilities Department,
Kyoto University
2. First prize winners are required to confirm in advance that they will be able to participate in the AASHE

conference, and confirm the time required for passport and travel preparations.

3. Prize winners are required to obtain permission to travel from the dean of their faculty or department or their supervising instructor prior to travel. They are also required to enroll in the accident insurance recommended for Kyoto University students.
4. To purchase consumable goods using the prize money, the prize-winners must submit a written estimate of the costs to the university. The university will then purchase the goods and provide them to the students.

7. Judging Committee (tentative)

- Prof. Koichiro Oshima, Director-General, Agency for Health, Safety and Environment, Kyoto University (Chairperson)
- Mr. Takayuki Yamashita, Director, Facilities Department, Kyoto University
- Prof. Shinichi Sakai, Agency for Health, Safety and Environment, Kyoto University
- Prof. Shaw Rajib, Graduate School of Global Environmental Studies, Kyoto University
- Prof. Jane Singer, Graduate School of Global Environmental Studies, Kyoto University
- Mr. Tetsuji Yamada, Environmental Policy Bureau, Kyoto City
- Ms. Kyoto Hosoki, Japan Environmental Exchange

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| ■ Schedule & Organization |
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8. Schedule (tentative)

Application period: April 25, 2014 to 17:00 on 30th May, 2014

First screening: June 2, 2014 to June 5, 2014

Result of first screening will be announced via email by June 6.

Presentation data must be submitted by June 25.

Second screening will start at noon on June 30, 2014. (tentative)

Award ceremony will be held at 17:00 on June 30, 2014. (tentative)

First prize: Presentation at AASHE to be held in Portland, Oregon from October 26 to 29 (detailed itinerary TBA).

Second Prize: Presentation at CAS-Net Japan to be held at Hokkaido University on November 26 (detailed itinerary TBA).

The winners of the first, second, and special prizes **must submit a project plan by November 28, 2014.**

The winners of the first, second, and special prizes **must submit a project report by March 31, 2015.**

9. Organization

- Organized by the ÉCOle de Kyodai Planning Committee:

Agency for Health, Safety and Environment, Kyoto University

Graduate School of Global Environmental Studies, Kyoto University

Facilities Department, Kyoto University

- Management and operation: The contest will be managed and operated by the organizers and student volunteers.