

MEMORANDUM

January 11, 2017

TO: Vice Presidents, Deans, and Director of Athletics

FROM: Mary V. Hughes
University Landscape Architect

SUBJECT: Call for Grounds Improvement Fund Proposals for FY 17-18

I am sending a general invitation to submit project proposals for the 2017-18 Grounds Improvement Fund (GIF). The purpose of the GIF program, which was approved by the Board of Visitors in 2007, is to fund minor projects that enhance the University Grounds. Examples of eligible projects include pedestrian and bicycle improvements, site furnishings, plantings and public art as well as design studies necessary to execute the above. The Fund is mandated to supplement, not replace, the appropriate landscape budgets associated with capital projects, and also excludes items of normal, deferred or planned maintenance. For your information, I am enclosing a listing of all the projects that were funded through this program last year.

This memorandum and its attachments provide supplemental information on the implementation procedures for the Fund, which has as its goal the enrichment of the public landscape of the University for the general benefit of students, faculty, staff, alumni and visitors. To achieve this end, we encourage the submission of project proposals from all academic and auxiliary units. Proposals will be evaluated according to previously established criteria by staff from the Office of the Chief Financial Officer, Facilities Management, Health System, Provost's Office and the Office of the Architect. Our office will then recommend a list of projects for approval by Senior Vice President Colette Sheehy. The Selection Committee tries very hard to fund as many projects as possible; for example, out of 28 proposals, 21 were able to be funded either partially or entirely by the program. Since we receive a maximum amount of \$1 million to spend per year, that makes the average project award in the \$50,000 range. You might want to keep this average in mind as you consider project ideas to submit for funding. If you have a more expensive project in mind, you may want to think in advance about sources of matching funds.

Since planning for use of these funds must begin well in advance of project implementation, we are asking for project proposals to be submitted to our office, through normal reporting channels of the respective Deans and Vice Presidents, by **March 1, 2017**. Please find a brief proposal form attached to this memorandum. Background information on the GIF program and a digital version of the form for download are available at the Office of the Architect's website. If you submitted proposals in the past that were not able to be funded and the project is still desired, you may resubmit for consideration again this year. If you have any questions about this process

or would like to discuss your project ideas in advance of preparing the proposal please do not hesitate to contact me at mvh2t@virginia.edu or Helen Wilson at haw2x@virginia.edu..

cc: Executive Vice President and Chief Operating Officer Hogan
Executive Vice President and Provost Katsouleas
Executive Vice President for Health Affairs Shannon
Chair, Arboretum & Landscape Committee
Chair, Public Art Committee
Chair, Safety & Security Committee
Chair, Access Committee
Co-Chairs, Sustainability Committee