



PARTICIPATORY BUDGETING

WHAT CAN WE DO WITH
\$5,000 TO PROMOTE HEALTH &
EQUITY AT THE GSD?

Request for Proposals

Deadline: Wednesday Oct. 30th, 2019

**Email proposals (and any questions) to
healthyplacesgsd@gmail.com**

WHAT IS THE PARTICIPATORY BUDGETING PROCESS AT THE GSD?

Join the GSD's first Participatory Budgeting (PB) process! We want to give community members more control over decisions in our school, and in the process learn about the powerful tool of participatory budgeting. PB is a process that can help community residents, planners, and elected officials work to deepen democracy and create radical financial transparency. (Want to learn more about PB? We've collected a number of articles about its history and current use here!)

The Healthy Places Student Group has \$5,000 to support projects that improve health and create health equity at the GSD. When we say health and health equity, we don't have one clear definition - we are purposefully leaving things broad. We want you all to be creative! But, we firmly believe that issues of health go beyond physical health - they are inextricably linked to social and environmental issues. And considering who has access to health services and healthy spaces/food/environments is vital - health is related to issues of fairness and justice. So with that framing, we (Healthy Places Participatory Budgeting, aka Healthy Places PB) ask - what do we need to do to make Gund and the GSD healthier? And, in a place like Harvard, where we are surrounded by money but rarely are given opportunities to decide how it is spent, how can we work to democratize the functioning of this school? Pitch us an idea, and then in November, vote!

TIMELINE

Oct. 16th, 6:30 - 8:30pm	RFP Kickoff!
Oct. 30th	Deadline to submit project proposals
Oct. 31st - Nov. 12th	Proposals reviewed by Healthy Places PB, who will follow up with submission teams and finalize the projects that will be put to a vote
Nov. 13th - 26th	School-wide voting!
Early December	Projects notified about funding decisions
Spring 2020	Implementation of projects, supported by Healthy Places PB

WHO CAN APPLY?

Healthy Places PB accepts applications from members of the Graduate School of Design community who do not currently make decisions around the GSD budget. We expect that most proposals will come from students and student groups, but are open to receiving proposals from other GSD constituents (such as workers or staff) who do not have budgetary control.

Note: Submissions may be made on behalf of an individual or an applicant group. If made on behalf of a group, all decision-making individuals within that group should be listed on the application. An individual can be part of multiple group applications, but individuals working alone cannot submit more than one proposal.

WHAT SORTS OF PROJECTS QUALIFY?

Note: Projects do NOT need to apply for the entire \$5000! We would be excited to fund multiple projects at lower amounts. Please ask for what you need to make your vision a reality.

INFRASTRUCTURE

Refers to a physical change or improvement to the GSD campus (this includes 485 Broadway (fka: Sackler), 40K, 42K, the Gund Backyard or 7 Sumner). *Note: Will be vetted by Building Services to make sure they are implementable, which could affect whether a project can move forward.*

Possible examples: a biophilic plant area, a lactation room, a nap pod, etc.

PILOT / POP-UP PROJECTS

Funding for the start of a project that will hopefully expand and be institutionalized in the future.

Possible examples: a mental health therapist database, funding for a healthy food option for Beer n Dogs, art installation that allows passers-by to reflect on healthy equity, etc

EVENTS

One-time workshops/speakers/events, or a series! Events can be recreational/social, academic/networking, engagement opportunities, and may utilize experimental formats.

Possible examples: health screenings, keynote speaker on the relationship between mental health and the built form, a student-led conference at the GSD adding a workshop track focused on public health, etc.

FEASIBILITY STUDIES

Funding for research that could be done to show necessity and applicability of larger-scale projects that could be implemented in the future. Might include things like surveys, qualitative/quantitative data collection, compilation of best practices from similar projects elsewhere, etc.

Possible examples: A study about the need for more bike racks, that Building Services can then purchase and install; an audit of electricity sourced by Gund Hall to decrease carbon emissions, etc.

COLLABORATIVE PROJECTS WITH BROADER COMMUNITY

Partnerships with community-based organizations, non-student local residents, and/or a collaboration with GSD services/workers, such as a project in partnership with Custodial Services or Chauhaus.

Possible examples: Vegetable garden in Gund backyard with Chauhaus workers, divestment campaign with other Harvard schools around incorporating health equity into the endowment

PROJECT REQUIREMENTS

These criteria will be used by Healthy Places PB when evaluating if project submissions will go to the full GSD community for a vote.

1. Project Team must be willing and able to implement their project by April 2020, and the budget and timeline proposed should be feasible. Funding beyond what is awarded will not be made available for unforeseen expenses.
2. Project fits broadly with the goal of advancing health within the GSD community. The Healthy Places Student Group purposefully uses a broad definition of health that considers physical, mental, emotional and community-based health components.
3. Members of funded projects must be willing to attend an educational workshop in Spring 2019. The workshop will look at each project proposal and examine the presence of, and the potential for, values embedded in participatory budgeting (such as but not limited to collective decision-making, democratic economics, transparency, and social equity.)
4. Projects should not be redundant with already existing services, or projects currently in the works. We recognize that as students, we are not always aware of the kinds of projects taking place elsewhere within the GSD. Healthy Places PB will do its best to identify any redundancy, and if found, will reach out to the applicant group and discuss next steps. The PB Steering Committee will also work with project teams to think through other sources of funding that might be accessed or required to enact their project.

APPLICATION QUESTIONS

Note: The goal is that this application process is not too onerous. We encourage applicants to write short answers of no more than 250 words for each question

1. PROJECT NAME

2. INDIVIDUAL OR GROUP SUBMITTING

If a group, please list the name of the group, and of all decision-making individuals.

3. PROJECT PLAN

Please describe your goals, timeline and desired outputs of your project. Other media (images, sketches, diagrams) are welcomed!

4. CORE VALUES

The GSD PB Process has three core values - health, equity and collaboration. How does your project advance each value in its development and/or implementation?

5. IMPACT AND LONGEVITY

How will your project impact the GSD community, in both the immediate term and the long term? Who will be in charge of carrying the work forward beyond April 2019, if your project necessitates that?

6. BUDGET TABLE

Include a table of your project budget, using the template below. You may include budget comments alongside your table. Reminder - groups may request up to \$5,000, but are welcome to request less than the full amount.

7. [OPTIONAL]

Please use this last question to elaborate on any other element of your project that you find important for us to know (and that you did not have an explicit chance to discuss up to this point.)

Line Item	Unit Cost	Quantity	Total	Other Funding Sources
1.				
2.				
3.				
4.				
Total Requested				

Submit completed applications, and any questions on the process, via email to healthyplacesgsd@gmail.com