



## Grant Application

The SEJF grant application is for all fund requests. Please fill out the application completely, creating and utilizing additional space as appropriate. Supplementary documents may be added in the appendix at the end of the document.

Each grant team is assigned a project coordinator; this individual will collaborate with the project team and provide feedback and insight on the application. For detailed application instructions, please refer to the *SEJF Grant Application Toolkit* or ask a program representative.

Submit your completed application by emailing a scanned version (including signatures) to [Johnathan Riopelle](mailto:Johnathan.Riopelle). Applications must be signed by your advisor, all members of the project team, and all stakeholders in order to be reviewed. Email: [johnathan.riopelle@wwu.edu](mailto:johnathan.riopelle@wwu.edu).

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Application Level: Please determine the amount of funding you will require and check the appropriate box:

Small Grant: Up to \$5,000. Applications of this size will be reviewed by the Communications Manager and the Sustainability Institute Director. Small grants may be approved, declined, or sent to the SEJF Committee for consideration.

**Medium Grant: Between \$5,001 and \$35,000. Applications of this size will be reviewed by the Communications Manager and the Sustainability Institute Director for alignment and completeness and then provided to the SEJF Committee. The committee will review the grant, receive your presentation, and approve or decline the funding request.**

Large Grant: Over \$35,000. To request funding at the level, you must already have submitted and received approval of your grant abstract. Please attach your approved abstract to the end of this application. Applications of this size will be reviewed by the Communications Manager and the Sustainability Institute Director for alignment and completeness and then provided to the SEJF Committee. The committee will review the grant, receive your presentation, and approve or decline the funding request.

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## SECTION 1: Project Concept.

- a. **Project Title:** Period Postal
- b. **Statement of Purpose (This is a one- to two-sentence synopsis of the project):** We propose to distribute high-quality, environmentally responsible, and ethically made menstrual products to students. This pilot program will build on the Counseling and Wellness Center’s Pleasure Package service, an institutionalized, mail-order sexual health service available to all currently enrolled WWU students.
- c. **Describe your proposed project in detail:** Period products are expensive and place an inequitable financial burden on people who experience menstruation. As a college student, I often have to choose between cutting into my small grocery budget or compromising on which period products to buy. This experience is common. In Summer Quarter of 2020, a small SEJF grant called Period Pantry distributed over 500 reusable and disposable menstrual products to students through WWU’s Associated Students (AS) Free Food Pop-Up Pantry. Out of the 169 surveyed students who received these free period products, 36.3% stated that they could not consistently afford their preferred type of period product without sacrificing money for groceries, rent, healthcare, or other essential costs (see Appendix A). WWU held an event about menstruation equity in 2018 called Sustainability, Period; the coupon code for free period products that attendees were given was widely distributed and 701 orders were placed. These responses highlight the fact that not all WWU students have access to affordable and high-quality menstrual products; this is due in part to the small budget that college students often have to purchase menstrual products. People who cannot afford the menstrual products that work best for them may go without, or risk urogenital infections<sup>1</sup> or toxic shock syndrome<sup>2</sup> by reusing or misusing products. Health risks aside, reliable access to menstrual products that work for someone’s own body lend them invaluable autonomy and security. These ideas are the basis for menstruation equity, a framework established by lawyer and writer Jennifer Weiss-Wolf.<sup>3</sup> Menstruation equity aims to ensure “that menstrual products are safe, accessible, and affordable for all who need them.”<sup>4</sup> Here are some of the answers to the free-response questions we asked in the Period Pantry survey mentioned above –

*“I was beyond grateful for this resource, I personally am so embarrassed to be unemployed and this saved a lot of money in the long run. I thank you!!”*

*“I’m really glad to see the period pantry at the school! It means a lot to me and helps out a ton, so thank you times a million!”*

*“[The Period Pantry] was unassuming and didn’t make me feel ashamed of having a period and taking products. This felt better and safer than buying them at the pharmacy or grocery.”*

*“I was so excited about the period panties that you offered! I have wanted to make some but haven’t had the time, and I’ve wanted to buy some but all of the ones I search for are way out of my budget.”*

*“I’m chemically sensitive so these are amazing!”*

The menstrual equity movement has gained the attention of legislators locally and nationally. In May of 2021, Governor Jay Inslee signed House Bill 1273 requiring that schools – including universities – provide free

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<sup>1</sup> Padma Das et al, *Menstrual Hygiene Practices, WASH Access and the Risk of Urogenital Infection in Women from Odisha, India* (PLOS ONE, 2015), <https://doi.org/10.1371/journal.pone.0130777>

<sup>2</sup> Huma Farid (MD), *Period equity: What is it, why does it matter?* (Harvard Health Publishing, 2021), <https://www.health.harvard.edu/blog/period-equity-what-is-it-why-does-it-matter-202106012473>

<sup>3</sup> *Mission & History* (Period Equity, n.d.), <https://www.periodequity.org/mission-and-history>

<sup>4</sup> See note 3 above

menstrual products in all female and gender-neutral restrooms by the 2022-23 school year.<sup>5</sup> This bill was a monumental step toward menstruation equity in Washington and should be celebrated as such – however, it does not address all students’ specific needs, which can include but are not limited to chemical-free disposable products (like pads and tampons) and accessible, gender-inclusive disposable products (like menstrual cups and menstrual underwear), the latter of which typically cost about four to five times more than disposable products. This is an opportune time to harness the momentum of House Bill 1273 and round out WWU’s efforts to provide menstrual products to students by ensuring that all student needs are represented.

WWU has distributed food, warm clothes, professional attire, sexual health products, and other items to students for free, acknowledging that supporting the basic needs of students is a victory for the entire campus community. Now it is time to take the same steps with menstrual products. This grant exists to close the gap between one-time funding for menstrual products and an institutionalized, long-term commitment to getting these products into students’ hands. This grant also harnesses the infrastructure and innovation needed to do this work as efficiently and collaboratively as possible.

This proposal is backed by the support and partnership of staff members who oversee the Pleasure Package service through the Counseling and Wellness Center (CWC). The Sexual Health Advocacy Group (SHAG), which is run as a Wellness Advocate program, has distributed sexual health products called “Pleasure Packages” by mail since the beginning of the COVID-19 pandemic in the spring of 2020. Prior to its mail service, SHAG distributed sexual health supplies to students through an online ordering form beginning in 2017. The shift to mail-based delivery provided new opportunities for SHAG to customize their products and deliver supplies (including internal and external condoms, dental dams, and other items) anonymously to students, circumventing the potential shame and stigma that accompany receiving a relatively personal product face-to-face. Students order Pleasure Packages through an online form (see Appendix B) where they choose which types of products they want. They may include notes and requests – for example, some students request that their orders be delivered in nondescript packing. Others request that we stock specific items for future deliveries. The ordering form requires students to list their W# and student email, ensuring that only currently enrolled students are able to utilize this service. Students’ orders are delivered to the SHAG university email and orders are then filled and dropped off at Campus Mailing Services by a SHAG student member. SHAG members alternate this role every week and are usually able to fill new orders within the week that they are responsible for packages. SHAG members also include a handwritten note thanking students for their orders, Western Wears stickers, and educational materials as they are available.

The Pleasure Package program has seen great success and filled 136 orders in Fall Quarter of 2021 alone. This program requires minimal money, effort and time of students and efficiently provides them with some of the tools they need to be healthy, happy and successful at WWU. Period Postal will utilize this existing infrastructure to distribute menstrual products, eliminating much of the time and labor that starting a program like this would usually demand. The student members of the SHAG team have enthusiastically agreed to absorb this responsibility and will fill Period Postal orders alongside Pleasure Package orders. Student customers will fill out an ordering form hosted on the CWC website (see Timeline in Section 4) and choose between Period Aisle underwear and pads, Flex cups and discs, and Veeda tampons and pads. We will include links to product descriptions and other necessary educational materials – like sizing recommendations and the SHAG email address in case student orderers have unanswered questions – alongside each option. Students will be encouraged to order reusable items once – or twice if they need to switch products or sizes – in order to leave enough products for others. Otherwise there will be no limits placed on products for the first quarter that the program runs; if we find that students are ordering an exorbitant amount of products during the first quarterly review (discussed later in this section) we will enact a limit (organized by me). One reason that a student might need to re-order is the sizing of Flex cups, which can be difficult for first-time users to figure out (see Appendix

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<sup>5</sup> *Concerning menstrual products in schools*, H.B. 1273, 67th Leg. (2021), <https://lawfilesex.t.leg.wa.gov/biennium/2021-22/Pdf/Bills/House%20Passed%20Legislature/1273-S.PL.pdf?q=20220128110438>

C). As shown in the ordering form, students will be encouraged to re-order if they feel their sizing is not right and we will not refuse them second shipments.

Each product and company for this program was chosen with great care based on accessibility, quality, sustainability of sourcing, ethical working conditions, and lack of gender-based marketing. The first is Period Aisle, which will supply four styles of period underwear in five sizes, three sizes of pads, two sizes of liners, and a “booster” that can be added to their period underwear. Period Aisle recently revamped their branding and product offerings to be more gender-inclusive. They are also a B Corp Certified company,<sup>6</sup> meaning they are recognized for meeting “high standards of social and environmental performance, accountability, and transparency.”<sup>7</sup> Their products are lined with organic cotton and both of their manufacturing partners are owned and operated by women.<sup>8</sup> The second company we’ll source from, Flex, will supply two sizes of menstrual cups; these are made with 100% medical grade silicone<sup>9</sup> and are a more accessible product because they can be removed with one hand.<sup>10</sup> We will also purchase disposable menstrual discs from Flex. Flex manufactures their products in the United States and Canada<sup>11</sup> and has a campaign against period stigma through their blog, *The Fornix*,<sup>12</sup> demonstrating a commitment to social justice and environmental sustainability. Lastly, Veeda will supply tampons (with and without applicators), pads, and liners in a variety of sizes. Veeda products are made with 100% organic cotton and their tampons and packaging are biodegradable.

Period Postal – like Pleasure Packages – will also take advantage of the opportunity to educate students on health and wellness as it relates to menstruation equity. Maggie Feeney, the Counseling and Wellness (CWC) Center’s Wellness Marketing and Communications Specialist, has agreed to design educational materials in addition to advertising materials for this project that will be distributed on campus and posted to CWC’s Instagram (@bewellwwu). Materials will be designed to promote positive community norms and destigmatize talking openly about menstruating, with the tagline: “People Have Periods.” This project provides opportunities for us to educate students who do not experience menstruation but whose partners and friends would benefit from their support and understanding; the outreach portion of Period Postal will help to normalize conversations about menstruation equity on campus.

This program will run for four academic quarters; at the end of each quarter the SHAG team and grant team will have a check-in meeting (organized by me) to celebrate successes, compile and review data, identify issues and make necessary adjustments. We will also decide on ordering quantities for the next quarter during this meeting based on the past quarter’s data. It will be more valuable to order products each quarter so that we can adapt to student needs; though we have some data suggesting what students might prefer (see Appendix D), we should welcome all of the flexibility that can possibly be built into this program. As such, the budget in section 6f is a reasonable estimate of what we will order, but quantities might be adjusted in the second and third quarters of the program.

Free menstrual products have been distributed on campus by the SAIRC Western Hub of Living Essentials (WHOLE) Pantry, the Queer Resource Center, various clubs, other SEJF grants, individual students, and others. Period Postal is not an attempt to monopolize or overshadow those efforts – in fact, I spent Spring Quarter 2021 working with a student team in the Sustainability Planning Studio where we compiled all past project data we could find and hosted a Town Hall to open up a dialogue between those who have advanced menstruation equity at WWU. It is crucial that we continue that dialogue and support other related efforts. All will be welcome at our

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<sup>6</sup> Aisle (B Corporation, n.d.), <https://www.bcorporation.net/en-us/find-a-b-corp/company/aisle/>

<sup>7</sup> About B Lab (B Corporation, n.d.), <https://www.bcorporation.net/en-us/movement/about-b-lab>

<sup>8</sup> Our Tech (Aisle, n.d.), <https://periodaisle.com/pages/our-tech>

<sup>9</sup> Flex Cup (Flex, n.d.), <https://flexfits.com/products/flex-cup>

<sup>10</sup> How to Use Flex Cup (Flex, n.d.), <https://flexfits.com/pages/how-to-use-cup>

<sup>11</sup> Impact (Flex, n.d.), <https://flexfits.com/pages/impact>

<sup>12</sup> Ash Fisher, *5 ways to end period stigma in your everyday life* (The Fornix, 2020), <https://blog.flexfits.com/fight-period-stigma/>

quarterly check-ins and my email will be widely available through the ordering portal for anyone who wants to have a more in-depth conversation about menstruation equity and collaboration at WWU.

- d. **Who is the intended audience?** Period Postal is for currently enrolled students who experience menstruation; it is especially for students with resource limitations for whom accessing high-quality menstrual products is disproportionately difficult. On a broader scale, this project's norming campaign and goal to de-stigmatize periods is intended for the entire WWU community.
- e. **How many students will be directly affected?** This project will distribute up to 1,889 high-quality, ethically produced menstrual products and related items to students. Taking into account that some students might need to re-order products to ensure a good fit or simply because they're run out of disposable products, we estimate that approximately 1,000 to 1,500+ students will be directly affected.

## SECTION 2: Project Outcomes.

- a. **What are the goals and desired outcomes of your project?** First, Period Postal aims to get free, high-quality, and ethically produced menstrual products to as many students as possible. Second, Period Postal aims to gather data and student responses to this mailing program that we can present to WWU to argue that this should be permanently funded and institutionalized. Third, this project aims to create the most efficient protocol for mailing free menstrual products to students so that institutionalizing this program requires a minimal amount of unforeseen challenges and questions. Finally, Period Postal aims to normalize talking about menstruation and to oppose the disproportionate financial costs, physical challenges, and social stigma that people who menstruate face nearly every month for most of their lives.
- b. **How will your project positively impact the four pillars of sustainability at Western?**
  - 1. **Create economic vitality:** People are forced to miss class, go late, or be distracted throughout when they do not have the menstrual products they need. Missed opportunities in the classroom in high school, college and beyond contribute to economic inequity post-graduation; this project will help ameliorate that inequity at WWU. Additionally, menstrual products must be specifically tailored to one's lifestyle, abilities, and preferences, and products that are more need-specific are often even more expensive than the already prohibitive costs of basic products. This project specifically aims to provide products with a high cost barrier to students, which fills a specific gap in WWU's present and planned services.
  - 2. **Promote human health:** Period Postal will make it easier for WWU students to achieve health and wellness through menstruation equity. The aforementioned Period Pantry project conducted in Summer Quarter of 2020 sent additional surveys to students a month after they picked up products; one of these survey questions asked students to rate how much receiving this product improved their health and wellness on a scale of 1-5. All students responded with a 4 or above, with 7 of the 10 answering with a 5 (see Appendix E for this data as well as other notable data collected from that survey). This project will continue that trend at a wider scale. Period Postal will also distribute high-quality products that are made with medical-grade silicone (cite), organic and chemical-free cotton, and other materials that are often less harmful and more inaccessible to people who experience menstruation.
  - 3. **Protect local and global ecology:** As discussed in section 1c, this project will offer ethically and sustainably sourced menstrual products to students. Additionally, approximately half of our budget will go toward reusable products, which will reduce our community's waste stream.
  - 4. **Uphold social equity:** Students who experience menstruation should not have to sacrifice grocery money or stress about having the right products for their day at school. WWU can play an active part in menstruation equity by taking the economic and social burden of attaining menstrual products off of students and showing

our campus community that student health, comfort, and success are intricately tied to menstruation equity in educational settings. Additionally, this project prioritizes companies whose product design and branding include all bodies, thus making it clear that disabled students, trans students, non-binary students, two-spirit students, queer students, BIPOC students, and all other students who hold marginalized identities are a crucial part of menstruation equity here and everywhere.

- c. SEJF projects must align with Western’s Sustainable Action Plan (SAP). Please determine how it advances one or more of the ten SAP chapters. For information on the SAP, please refer to the Canvas site, the SEJF Toolkit, or ask your program coordinator. The ten SAP chapters are:
1. Built Environment
  2. Campus & Community Engagement
  3. Curriculum and Research
  4. Dining Services
  5. Grounds
  6. Investments
  7. Procurement
  8. Student Life
  9. Transportation
  10. Waste

**Primary chapter of alignment:** Student Life

**Explanation:** This project directly addresses a basic need and will improve the daily lives of students who experience menstruation. Period Postal will lessen the burden of attaining menstrual products while treating students who participate with respect and care; this will make it easier for students to stay healthy and succeed at WWU. Further, this project will allow Wellness Advocates in the SHAG program to participate directly in advocating for the health and wellness of students who experience menstruation and normalizing period equity on our campus.

\*This project also relates to chapters #2 (Campus & Community Engagement) and #10 (Waste) because it will provide both a physical and educational service for the campus community and because it will reduce WWU’s waste stream by providing costly reusable menstrual products to students for free.

- d. The United Nations has developed seventeen sustainable development goals (SDGs) to transform our world. These goals address the full spectrum of sustainability. When we work locally to transform our community, we are in league with people around the globe striving to create a more just society. The UN’s seventeen SDGs are:
- |  |  |
|--|--|
| 1. No Poverty                              | 10. Reduced Inequality                     |
| 2. Zero Hunger                             | 11. Sustainable Cities and Communities     |
| 3. Good Health and Well-being              | 12. Responsible Consumption and Production |
| 4. Quality Education                       | 13. Climate Action                         |
| 5. Gender Equality                         | 14. Life Below Water                       |
| 6. Clean Water and Sanitation              | 15. Life on Land                           |
| 7. Affordable and Clean Energy             | 16. Peace and Justice Strong Institutions  |
| 8. Decent Work and Economic Growth         | 17. Partnerships to Achieve the Goal       |
| 9. Industry, Innovation and Infrastructure |  |

Please list and explain the three United Nations’ Sustainable Development Goals that your project primarily addresses.

1. **Gender Equality (UN SDG Goal 5):** This project will provide necessary products for the health and wellness of students who experience menstruation. Early efforts (like the Sustainability, Period event held in 2018) revolved

around women’s rights, but one of the main criticisms following that event was the lack of gender inclusive language and products. Transgender, non-binary, two-spirit, and other gender non-conforming people experience entirely unique forms of menstruation inequity at the intersections of gender-based discrimination, menstruation stigma, and other factors like gender dysphoria. Period Postal is built on gender inclusiveness and prioritizes feedback, check-ins, and pivot points that will allow us to make the project continually more gender inclusive.

2. **Good Health and Well-Being (UN SDG Goal 3):** Access to adequate menstrual products is crucial both to the physical and mental health and well-being of people who experience menstruation. As mentioned in section 1c, those without adequate menstrual products might use substitutions that put them at risk of urogenital infections that can be life threatening, not to mention the stress and discomfort that accompany that lack of access.
  3. **Responsible Consumption and Production (UN SDG Goal 12):** As discussed in section 1c, this project sources exclusively from companies with ethical and transparent practices both socially and environmentally. Additionally, Period Postal will allocate approximately half of its funding to reusable products, which will reduce WWU’s waste output.
- e. How will the success of the project be measured? Describe the quantitative and/or qualitative sustainability metrics you will use to measure the success of your project. A data collection plan is required for all projects, and all data must be provided to the SEJF Program upon completion of the project.

Metric	Description	How and when will you collect it?
Product count	We will count the number of orders placed and the amount of repeat users	Product counts will be collected at the end of each quarter prior to the quarterly review
Survey responses	See Project Timeline in Section 4	Student customers who agree to be surveyed in the ordering form will receive two surveys – one sent one week after delivery and the other sent one month after delivery. I will be in charge of automating this or sending surveys out.
Quarterly reviews	The SHAG team, their advisor Liz Stuart, the SEJF team, my advisor Hilary Schwandt, myself, and anyone else who wishes to be included will meet to discuss ordering counts for the next quarter, survey responses, marketing and outreach, successes, and growth areas	We will meet over Zoom the week before Finals Week each quarter

### SECTION 3: Project Participants.

- a. Team Information: A team should consist of two to five individuals, including the team advisor.

Project Advisor Information (Faculty or Staff) Student proposals must include a staff or faculty advisor. The role of the advisor is to provide assistance and guidance to the team during the development, implementation, and post-implementation stages of the proposal process.

Project Lead: There must be at least one team lead designated for the project. This individual is expected to serve as the communication liaison for the project.

**Financial Agent:** The project must have a budget authority to manage funds for all purchases. Should funds require transfer, this individual will have to provide a FAST Index and Activity Code to the SEJF Manager.

**Program Coordinator:** A member of the SEJF team will serve as the primary contact for the program and committee.

Name	Department/School Students provide major/minor	Position: Faculty/staff/student <i>Students provide expected graduation quarter/year</i>	Western email address	Signature to verify agreement
<i>Team Advisor: Hilary Schwandt</i>	Fairhaven College	Faculty	schwanh@wwu.edu	Hilary Schwandt
<i>Team Lead: Haven Johansen</i>	Biology (General Emphasis), Fairhaven Interdisciplinary Concentration in Reproductive Health	Spring 2023	johansh@wwu.edu	<i>Haven Johansen</i>
<i>Marketing and Communications: Maggie Feeney</i>	Counseling and Wellness Center	Wellness Marketing and Communications Specialist	feeneym@wwu.edu	Maggie Feeney
<i>Financial Agent: Christopher Edwards</i>	Counseling and Wellness Center	Assistant Director, Coordinator of Outreach & Health Promotion, Counseling and Wellness Center	edwardc4@wwu.edu	
For fund transfers  <i>FAST Index:</i>  <i>Activity Code:</i>	<i>(Christopher Edwards, the financial agent, will supply this information)</i>			
<b>Program Coordinator: Zinta Lucans</b>	SEJF Program Coordinator; <a href="mailto:lucanz@wwu.edu">lucanz@wwu.edu</a> ; <i>Zinta Lucans</i>			



**SECTION 4: Project Timeline.**

- a. Describe your project’s progress and promotional activity. Outline all tasks that are required to complete the projects, and all means in which you will promote the project to the campus, in the table below. Include all activities that will occur both before and after funding approval, Insert additional rows as necessary.

<b>Action</b>	<b>Purpose</b>	<b>Initiation</b>	<b>Completion</b>
<b>Design social media materials</b>	Have advertising materials ready to release at the start of the program	1/3/2022	3/17/2022
<b>Design ordering form</b>		3/1/2022	4/1/2022
<b>Design student customer surveys</b>		3/1/2022	4/1/2022
<b>Decide on method for sending surveys</b>		3/1/2022	4/1/2022
<b>Upload ordering form</b>	Make sure our online platform is operational before we officially begin the project	3/3/2022	4/8/2022
<b>Train SHAG</b>	Train all participants and answer questions	4/4/2022	4/8/2022
<b>Order first batch of products</b>	Place order for first quarter so that all supplies are ready when classes start	3/17/2022	4/4/2022
<b>Distribute products</b>	Start the project	4/4/2022	6/6/2022
<b>Schedule first quarterly review</b>	Invite all team members, stakeholders, and any other interested parties to a virtual meeting well in advance	4/23/2022	4/27/2022
<b>Conduct first quarterly review</b>	Use metrics to adjust protocols for the next quarter and check in with all stakeholders and team members	6/6/2022	6/10/2022
<b>Order second batch of products</b>	Place order for second quarter so that supplies are ready when classes start	Late Summer Quarter 2022	Late Summer Quarter 2022
<b>Distribute products</b>	Continue the project	Fall Quarter 2022	Fall Quarter 2022
<b>Schedule second quarterly review</b>	Invite all team members, stakeholders, and any other interested parties to a virtual meeting well in advance	Two weeks before Finals Week Fall Quarter 2022	Two weeks before Finals Week Fall Quarter 2022
<b>Conduct second quarterly review</b>	See above	Finals Week Fall Quarter 2022	Finals Week Fall Quarter 2022
<b>Order third batch of products</b>	See above	Finals Week Fall Quarter 2022	Finals Week Fall Quarter 2022
<b>Distribute products</b>	See above	Winter Quarter 2023	Winter Quarter 2023

<b>Schedule third quarterly review</b>	Invite all team members, stakeholders, and any other interested parties to a virtual meeting well in advance	Two weeks before Finals Week Winter Quarter 2023	Two Weeks before Finals Week Winter Quarter 2023
<b>Conduct third quarterly review</b>	See above	Finals Week Winter Quarter 2023	Finals Week Winter Quarter 2023
<b>Order fourth batch of products</b>	See above	Finals Week Winter Quarter 2023	Finals Week Winter Quarter 2023
<b>Distribute products</b>	See Above	Spring Quarter 2023	Spring Quarter 2023
<b>Schedule fourth quarterly review</b>	Invite all team members, stakeholders, and any other interested parties to a virtual meeting well in advance	Two weeks before Finals Week Spring Quarter 2023	Two weeks before Finals Week Spring Quarter 2023
<b>Conduct fourth quarterly review</b>	Collect and evaluate last metrics, decide on next steps, begin compiling data, end program	Finals Week Spring Quarter 2023	Finals Week Spring Quarter 2023
<b>Compile data</b>	Create a proposal for CWC to absorb this program into their yearly budget so that it may continue permanently	4/1/2023	6/1/2023
<b>Propose budget</b>	See above	6/1/2023	TBA

- b. **Where will the project be located?** The project will be based in the SHAG meeting room in Old Main, which is where Pleasure Package supplies are currently stored and packaged.
- c. **Planned project completion date:** Spring/Summer 2023
- d. **Who will the project owner be upon completion? This individual, office, or department is a stakeholder—see next section.** The SHAG Team and their advisor will own this project upon completion.

**SECTION 5: Project Stakeholders.**

Does your project involve labor, include involvement, or require permission from organizations, departments, or individuals on campus? These project partners are your stakeholders. All stakeholders must provide a signature of approval for this project.

Key questions to identify your potential stakeholders:

- Who will impact or be impacted by implementation of the project?
- What financial or emotional interest do they have in the project, positive or negative?
- What information will they want, and what is the best way of communicating with them?
- What is their current opinion of your proposal? Is it based on accurate information?
- Who influences their opinions generally, and who influences their opinion of you? Do some of these influencers therefore become important stakeholders in their own right?

- Who else might be influenced by their opinion? Are these individuals also stakeholders?
- If they aren't likely to be amenable, what will win them around to support your project?
- If you are not able to win their support, how will you manage their opposition?

<b>Stakeholder Name</b>	<b>University Department and Position</b>	<b>Involvement in Project</b>	<b>Stakeholder signature of approval</b>
<b>Queer Resource Center</b>	Associated Students' Student Advocacy and Identity Resource Centers (SAIRC) office	Feedback on drafts	S.V, C.G, H.S
<b>Womxn's Identity Resource Center</b>	Associated Students' SAIRC office	Feedback on drafts	L.G, R.S
<b>Sexual Health Advocacy Group</b>	Counseling & Wellness Center's Wellness Advocate Program	Distributing products, quarterly reviews, eventual project ownership	C.T, H.M, ES (Liz Stuart, M.Ed., Sexual Violence Prevention Outreach Specialist)
<b>Disability Outreach Center</b>	Associated Students' SAIRC office	Feedback on drafts	A.B
<b>Sustainability, Equity and Justice Fund</b>	Sustainability Engagement Institute	Quarterly review meetings	Z.L

*If your project team is proposing a temporary or permanent facility or property modification, then a Project Owner Form must be submitted with the application. Please ask your project coordinator for this form.*

**SECTION 6: Project Budget.**

- f. Provide an itemized list of the budget items required for this project. Include equipment, construction costs, publicity, labor, and any other costs. Include funding amounts from other sources that will impact project cost. The SEJF Program encourages the identification of additional funding sources to augment SEJF funds, and failure to secure such support may prevent approval of an application. List pending, approved, and denied applications for funding from other sources, along with amounts requested from those sources.

The following table outlines our order for the first quarter of Period Postal:

<b>Budget Item</b>	<b>Cost per item</b>	<b>Quantity</b>	<b>Cost</b>
Period Aisle bikini underwear (five sizes)	\$40.00	9	\$360
Period Aisle brief underwear (five sizes)	\$46.00	9	\$414
Period Aisle boxer brief underwear (five sizes)	\$46.00	9	\$414
Period Aisle hipster underwear (five sizes)	\$42.00	9	\$378
Period Aisle mini pad	\$16.00	19	\$304
Period Aisle maxi pad	\$19.00	19	\$361
Period Aisle super pad	\$22.00	19	\$418
Period Aisle liner	\$13.00	19	\$247
Period Aisle extended liner	\$15.00	19	\$285
Period Aisle booster	\$6.00	6	\$36
Flex cups (¾ slim fit and ¼ full fit)	\$32.99	97	\$3,200.03
Flex discs (pack of eight)	\$10.99	47	\$516.53
Veeda applicator tampons (four sizes)	\$9.97	47	\$468.59
Veeda non-applicator tampons (three sizes)	\$8.50	47	\$399.50
Veeda pads (two sizes)	\$7.49	47	\$352.03
Veeda liners	\$8.79	47	\$413.13
Heat packs	\$20.00	6	\$120
Shipping costs	\$0.00	0	\$0.00
<b>Total project budget for first quarter</b>			<b>\$8,686.81</b>

The following table is an approximation of our order for all four quarters, with the understanding that our total project budget might be divided between products differently depending on the feedback we receive before quarters two, three and four of the project.

<b>Budget Item</b>	<b>Cost per item</b>	<b>Quantity</b>	<b>Cost</b>
Period Aisle bikini underwear (five sizes)	\$40.00	37	\$1,480
Period Aisle brief underwear (five sizes)	\$46.00	37	\$1,702
Period Aisle boxer brief underwear (five sizes)	\$46.00	37	\$1,702
Period Aisle hipster underwear (five sizes)	\$42.00	37	\$1,554
Period Aisle mini pad	\$16.00	75	\$1,200
Period Aisle maxi pad	\$19.00	75	\$1,425
Period Aisle super pad	\$22.00	75	\$1,650
Period Aisle liner	\$13.00	75	\$975
Period Aisle extended liner	\$15.00	75	\$1,125
Period Aisle booster	\$6.00	25	\$150
Flex cups (¾ slim fit and ¼ full fit)	\$32.99	386	\$12,734.14

Flex discs (pack of eight)	\$10.99	186	\$2,044.14
Veeda applicator tampons (four sizes)	\$9.97	186	\$1,854.42
Veeda non-applicator tampons (three sizes)	\$8.50	186	\$1,581
Veeda pads (two sizes)	\$7.49	186	\$1,393.14
Veeda liners	\$8.79	186	\$1,634.94
Heat packs	\$20.00	25	\$500
Shipping costs	\$0.00	0	\$0.00
<b>Total project budget</b>			<b>\$34,000</b>
<b>Additional funding source</b>	<b>Status</b>		<b>Amount</b>
<b>Total of all other funding sources</b>			
<b>Total requested funds from SEJF</b>			<b>\$34,000</b>

- g. If the project is implemented, will there be any ongoing replacement, operational, maintenance or renewal costs? If yes, has a source of funds been identified to cover those costs? This must be communicated to the appropriate stakeholder.

Ongoing cost	Amount/year	Responsible Stakeholder	Signature



**GRANT APPLICATION  
PROPOSAL REVIEW PROCESS**

Please set an appointment with Johnathan Riopelle, Communications Manager for the Sustainability Institute, to review your drafted proposal. Once your project proposal is complete, sign and deliver it via email to: [johnathan.riopelle@wwu.edu](mailto:johnathan.riopelle@wwu.edu).

Completed medium and large grants applications are presented to the SEJF Committee for consideration. The Communications Manager will provide you with dates and information for your presentation once your application is complete and submitted.

**Johnathan Riopelle**  
**Communications Manager, Sustainability Institute, Western Washington University**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*This signature confirms that the application has been accepted for SEJF committee review; it does not indicate funding approval.*

**Grace Wang**  
**Director, Sustainability Institute, Western Washington University**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*This signature confirms that the application has been accepted for SEJF committee review; it does not indicate funding approval.*

Comments:

## SECTION 6: Appendices.

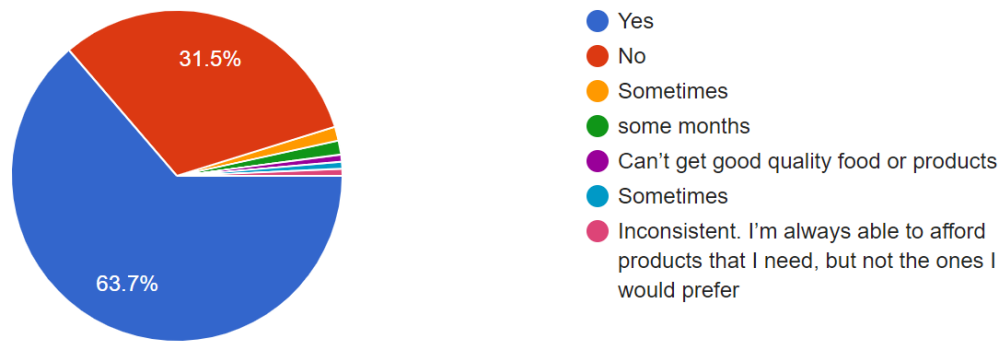
Provide any additional documents, references, or information here. For large grants, attach the approved abstract in its entirety at the end of this document. When possible, provide documents rather than URLs.

### Appendix A: Survey Responses from Survey 1, Period Pantry in Summer Quarter of 2020

#### Section 4

Are you consistently able to afford your preferred type of period products without sacrificing money for groceries, rent, healthcare, or other essential costs?

146 responses



## Appendix B: Current CWC Pleasure Package Ordering Form

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### Pleasure Package Request Form

Required fields are marked with an asterisk (\*).

First and Last Name \*

W# \*

Western Email \*

Address \*

City/Town \*

#### Requested Supplies (check all that apply) \*

- External condoms  
standard latex condoms designed to be worn on a penis or dildo
- Lube
- Dental dams  
rectangular piece of latex designed to cover the genital area to protect during oral sex
- Internal condoms  
non-latex protective pouch designed to be inserted into the vagina or anus
- Disposable gloves
- Finger condoms
- Other...

#### Additional Comments or Requests

If you have any special requests pertaining to your order (i.e. latex allergy, specific condom type/size, etc) please share below and we will do our best to fulfill your request!

Submit



# Flex Cup size selection



The Flex Company  
5 months ago · Updated

Follow

Choosing the right cup size can be a little tricky, but don't worry, we've got you covered! For most people, either size will work it really comes down to choosing the best fit for your comfort and capacity needs; if you're a first-time cup user or have a light to medium flow we recommend the Slim Fit. The Slim should work out for heavy flows as well, you just may find that you have to empty it and reinsert a bit before the 12hr mark. If you have a flow that is on the heavier side or have had multiple vaginal births, try the Full Fit out!

Here's a break down of the dimensions for each cup:

## Flex Cup

The only cup in the world that removes like a tampon.



### Slim Fit

Capacity of 2 super tampons  
(22mL)

For first-time menstrual cup users and pros with light or heavy flows

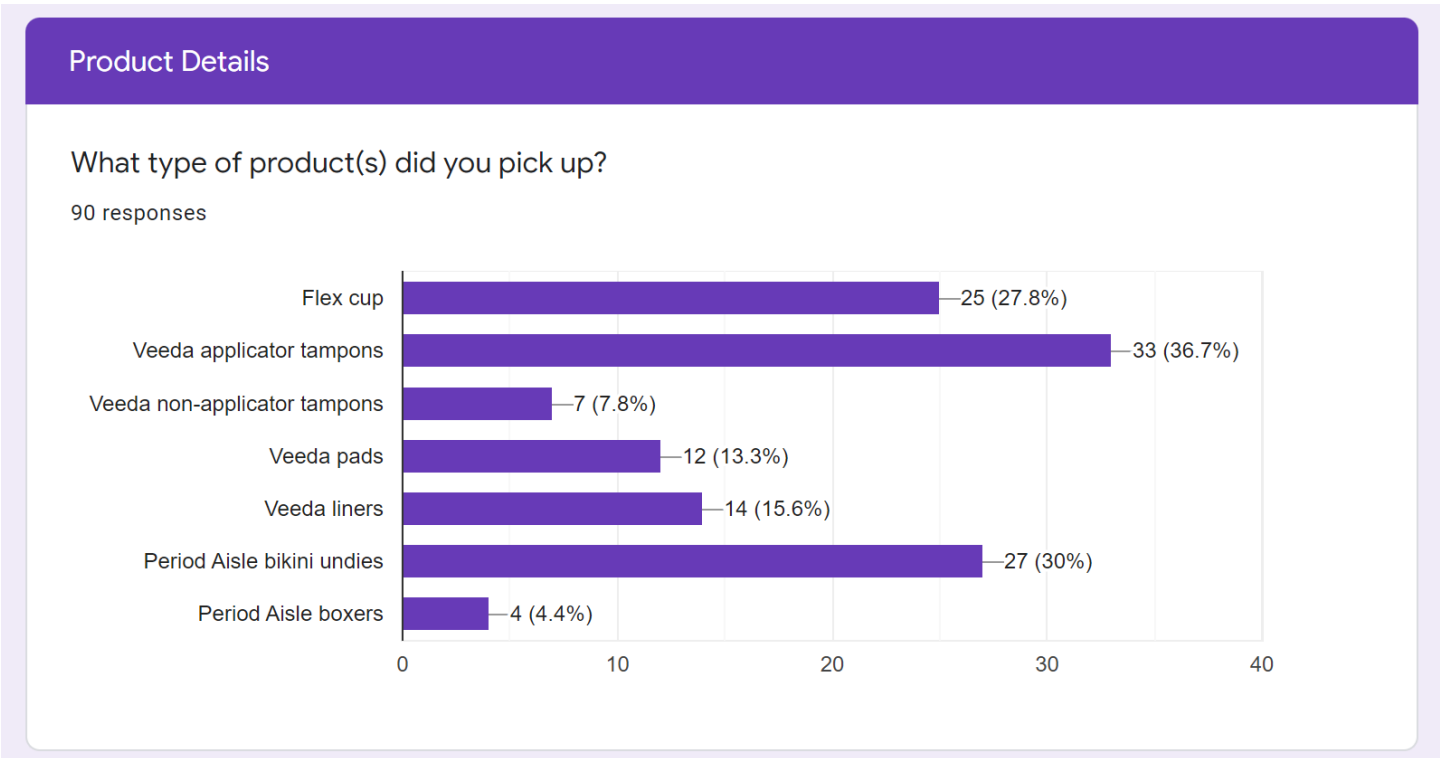


### Full Fit

Capacity of 3 super tampons  
(30mL)

For experienced menstrual cup users who prefer a larger size and those who've had 2+ vaginal births

**Appendix D: Student Product Preferences From Survey 2, Period Pantry in Summer Quarter of 2020**



**Appendix E: Reported Health and Wellness From Survey 1, Period Pantry in Summer Quarter of 2020**

