



Administration Contract and 1-year Plan

The Fair Trade Campus program recognizes colleges and universities that demonstrate strong commitment to fair trade. It has a long-term vision for awareness and support of fair trade, and has been designed to address the needs and opportunities available from a range of different campuses, large and small, across Canada.

- This form should be completed by the administrative representative of the Fair Trade Campus Steering Committee and submitted by the committee with the application for Fair Trade Campus designation.
- The information submitted in this form should help the steering committee and the campus administration in their planning for the year beyond designation and will inform future renewals.
- The goals identified in this form should aim to support the requirements for the Fair Trade Campus program (see the *Fair Trade Campus Action Guide* for details).

We, the undersigned, on behalf of Kwantlen Polytechnic University commit to purchasing Fairtrade certified coffee, tea, and chocolate in accordance with the Fair Trade Campus Availability requirements.

As part of our ongoing commitment to the Fair Trade Campus program, we, the undersigned, also agree to work toward the following goals for 2015-16.

Please include details on

- *content to be hosted on the campus website*
- *tentative dates for announcing campus designation*
- *plans for future awareness events*
- *goals for sourcing additional Fairtrade certified products*

Goal	Details	Timeline

Additionally, we, the undersigned, recognize that a Fair Trade Campus designation will require that the Fair Trade Campus Steering Committee submit an annual renewal to maintain its designation.

Signed,



(Please include the name and signature of the administrative representative participating in the Fair Trade Campus Steering Committee.)

Name	Signature	Date

Witnessed by

Name	Signature	Date

