

Environmental Excellence Awards Application Screen Shots

The process to nominate agencies, individuals, projects, and processes for FHWA's Environmental Excellence Awards is described in detail here. Anyone may submit a nomination.

To nominate a project, a respondent will visit the Environmental Excellence Awards nomination website. The following screenshot is the application homepage for the 2017 Environmental Excellence Awards Program (Figure 1). The website includes information about the Program, eligibility requirements, and nomination requirements. Respondents should review the instructions on this page before submitting an application.

The screenshot shows the homepage for the 2017 Environmental Excellence Awards. At the top, there is a blue navigation bar with the U.S. Department of Transportation Federal Highway Administration logo and links for 'About Programs', 'Resources', 'Briefing Room', 'Contact', and 'Search FHWA'. Social media icons for Facebook, YouTube, Twitter, and LinkedIn are also present. Below the navigation bar is a banner for the '2017 ENVIRONMENTAL EXCELLENCE AWARDS' featuring a circular seal and a collage of photos of people and projects. A green navigation bar below the banner contains the word 'Environment' and a breadcrumb trail: 'FHWA > HEP > Environment > Awards > Home'. The main content area has a white background with a green border. It features a heading 'FHWA 2017 Environmental Excellence Awards' and a paragraph explaining the purpose of the awards. Below this are several sections with blue headings: 'WHAT IS THE ENVIRONMENTAL EXCELLENCE AWARDS PROGRAM?', 'WHO IS ELIGIBLE TO ENTER?', 'WHEN ARE THE ENTRIES DUE?', 'WHERE WILL THE AWARDS BE PRESENTED?', and 'HOW SHOULD ENTRIES BE SUBMITTED?'. A box in the upper right corner contains three links: 'Submit an Application', 'View Categories and Criteria', and 'Log In'.

Figure 1: Screenshot of the Environmental Excellence Awards application homepage.

After reviewing the instructions, respondents will then locate the “Submit an Application” tab in the upper-right of the webpage and select this link.

When submitting an application (Figures 2a-e), respondents will be required to summarize their project activities and accomplishments, “add location” and “add a nominee,” identify the State Department of Transportation and FHWA Division contact(s) for the nomination, as well as to provide a preliminary list of the primary and secondary partners involved in the nominated project.

Figure 3: Categories and Criteria for Environmental Excellence Awards.

Respondents may also upload images as part of their application. When a respondent is ready to submit an application, he or she will select "Preview Application" at the bottom of the page (Figure 5e). Respondents will be required to complete any missing fields before proceeding and submitting their application.

2017 ENVIRONMENTAL EXCELLENCE AWARDS

Environment FHWA > HEP > Environment > Awards > Home

SUBMIT AN APPLICATION

To **submit an application** for the 2017 EEAs, please complete the form below.

To **save a draft** or **submit** your application, please complete all fields with red asterisks and select the "Preview Application" button at the bottom of the page. Selecting this button will bring you to the "Review Application" page where you may return to the application page, save your application as a draft, or submit your application.

If you select "**Save as Draft**", a draft of your application will be saved in the "View My Drafts" section of the website. A draft of your application will not automatically save unless you choose to "Save as Draft." If you would like additional time in completing your application, it may be helpful to draft your application using the word processing template and then paste your responses into the online application.

If you select "**Submit Application**", your application will be submitted and will be displayed in the "View My Applications" section. Changes to an application are not possible once it has been submitted.

A printable, word processing version of the form can be found [here](#).

- [Update Profile](#)
- [Submit an Application](#)
- [View My Drafts](#)
- [View My Applications](#)
- [View Categories and Criteria](#)

Judge Applications

- [Rate Projects](#)
- [View Judges' Contact Information](#)
- [Update Profile](#)

Administrative Users

- [Update Categories and Criteria](#)
- [Add/Update System Users](#)
- [Update Admin Variables](#)
- [View/Update Projects](#)
- [View Project Ratings](#)
- [Email States](#)
- [Close Awards](#)
- [View Award Winners](#)
- [Email Non-Winners](#)
- [Email Nominators of Non-Winners](#)
- [Update Profile](#)

[Log Out](#)

Project Information

Title:

Project Summary (no more than 3-5 sentences):

Start Date (mm/dd/yyyy): **End Date (mm/dd/yyyy):**

Add Images

Add an Image

File size cannot be more than 100,000 bytes.

Short Description*:

Choose File No file chosen

Figure 2a: Submitting an application for the 2017 Environmental Excellence Awards

Question

Please summarize the accomplishments of the project. What benefits has the project had to the natural and/or human environment? *
(Limit answer to 3-5 sentences).

Locations

Add Location

You must click [Add Location] button in order for the location to appear on the application.

Address Line 1: Address Line 2: City: State*: Zip:

You must click [Add Location] button in order for the location to appear on the application.

Nominees

Add Nominee

You must click [Add Nominee] button in order for the nominee's name to appear on the application.

Salutation*: <input style="width: 100%;" type="text" value="▼"/>	Phone*: <input style="width: 100%;" type="text"/>	Address*: <input style="width: 100%;" type="text"/>
First Name*: <input style="width: 100%;" type="text"/>	Fax: <input style="width: 100%;" type="text"/>	City*: <input style="width: 100%;" type="text"/>
Last Name*: <input style="width: 100%;" type="text"/>	Email*: <input style="width: 100%;" type="text"/>	State*: <input style="width: 100%;" type="text" value="▼"/>
Organization: <input style="width: 100%;" type="text"/>		Zip: <input style="width: 100%;" type="text"/>

Comments:

You must click [Add Nominee] button in order for the nominee's name to appear on the application.

Primary Applicant Point of Contact

Add Primary Applicant Point of Contact

You must click [Add Primary Applicant Point of Contact] button in order for the contact's name to appear on the application.

Salutation*: <input style="width: 100%;" type="text" value="▼"/>	Phone*: <input style="width: 100%;" type="text"/>	Address*: <input style="width: 100%;" type="text"/>
First Name*: <input style="width: 100%;" type="text"/>	Fax: <input style="width: 100%;" type="text"/>	City*: <input style="width: 100%;" type="text"/>
Last Name*: <input style="width: 100%;" type="text"/>	Email*: <input style="width: 100%;" type="text"/>	State*: <input style="width: 100%;" type="text" value="▼"/>
Organization: <input style="width: 100%;" type="text"/>		Zip: <input style="width: 100%;" type="text"/>

Figure 2b: Submitting an application for the 2017 Environmental Excellence Awards

State DOT Point of Contact

Add State DOT Point of Contact

You must click [Add State DOT Point of Contact] button in order for the contact's name to appear on the application.

Salutation*: <input type="text" value="▼"/>	Phone*: <input type="text"/>	Address*: <input type="text"/>
First Name*: <input type="text"/>	Fax: <input type="text"/>	<input type="text"/>
Last Name*: <input type="text"/>	Email*: <input type="text"/>	City*: <input type="text"/>
Organization: <input type="text"/>		State*: <input type="text" value="▼"/>
		Zip: <input type="text"/>

Comments:

You must click [Add State DOT Point of Contact] button in order for the contact's name to appear on the application.

FHWA Division Point of Contact

Add FHWA Division Point of Contact

You must click [Add FHWA Division Point of Contact] button in order for the contact's name to appear on the application.

Salutation*: <input type="text" value="▼"/>	Phone*: <input type="text"/>	Address*: <input type="text"/>
First Name*: <input type="text"/>	Fax: <input type="text"/>	<input type="text"/>
Last Name*: <input type="text"/>	Email*: <input type="text"/>	City*: <input type="text"/>
Organization: <input type="text"/>		State*: <input type="text" value="▼"/>
		Zip: <input type="text"/>

Comments:

You must click [Add FHWA Division Point of Contact] button in order for the contact's name to appear on the application.

Figure 2c: Submitting an application for the 2017 Environmental Excellence Awards

Primary/Secondary Partners

Add Primary/Secondary Partners

You must click [Add Primary/Secondary Partners] button in order for the partners' name to appear on the application.

Agencies Awarded:
 "Agencies awarded" recognizes primary project partners involved in the effort.
 Please list all major partner agencies involved below.

Project Contributors:
 "Project contributors" recognizes agencies that played a secondary role in the project but contributed to the project's overall effort.
 Please list any secondary partner agencies that you would like to be recognized.

You must click [Add Primary/Secondary Partners] button in order for the partners' name to appear on the application.

Categories

Please select at least one category.

Air Quality and Greenhouse Gas Emissions

- Institutes new methods or partnerships to track or increase emissions reductions of air pollutants or greenhouse gases from mobile sources
- Integrates environmental concerns into regional planning and project development
- Encourages and builds interagency partnerships, and creates proactive public involvement
- Fosters creative solutions to meeting air quality challenges
- Implements innovative measures to reduce mobile-source emissions

Please provide comments explaining how this category applies to this project:

Climate Change Adaptation and Resilience

- Demonstrates integration of climate change adaptation and resilience considerations into the organization's decisionmaking
- Integrates climate change adaptation and resilience into regional planning and project development
- Demonstrates or promotes innovative approaches to improving the resilience of transportation projects
- Encourages and builds interagency partnerships, and creates proactive public involvement in pursuing a climate resilient transportation system and community
- Demonstrates comprehensive consideration of the needs of all community members, including the mobility of traditionally underserved members (carless, disabled, elderly, low-income, etc.), during adaptation and resilience planning, particularly in emergency

Please provide comments explaining how this category applies to this project:

Figure 2d: Submitting an application for the 2017 Environmental Excellence Awards

Programmatic Agreements

- Demonstrates a novel approach to improve environmental outcomes for a specific species or habitat
- Demonstrates a commitment to collaboration between State departments of transportation, MPOs, and resource and regulatory agencies
- Recognizes a newly established or existing programmatic agreement that has brought quantifiable streamlining benefits to the agencies involved
- Improves project planning and delivery processes
- Demonstrates or quantifies the economic benefits of the programmatic process

Please provide comments explaining how this category applies to this project:

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United States Department of Transportation - Federal Highway Administration

Figure 2e: Submitting an application for the 2017 Environmental Excellence Awards

Once a respondent has selected “Preview Application,” he or she will be able to view inputs entered related to the application (Figure 6). A “Save as Draft” option will also allow the respondent to save his or her nomination before formally submitting it, in the event a respondent wishes to prepare his or her nomination in more than one sitting. If the application meets with the respondent’s approval, he or she will then select “Submit Application” to submit the application. The respondent will see an “Application Submitted” screen once the application has been successfully submitted (Figure 7).

Review Application

Project Info:

Title: TEST
Description:

Start Date:
End Date:

Locations:

Address Line 1:
Address Line 2:
City:
State:
Zip:

Nominees:

Organization:
Phone:
Fax:
Email:
Address Line 1:
Address Line 2:
City:
State:
Zip:
Comments:

Categories:

Air Quality Improvement and Global Climate Change

Please print your application for your records at this time.

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United States Department of Transportation - Federal Highway Administration

Figure 3: Previewing an application

Figure 5a: Submitting an application.



Figure 4: Successful submission of an application.

