



Awards Application Checklist

Suggested Preparation Activities

- Visit the [School IPM Recognition and Certifications](#) webpage to determine the award for which your district qualifies.
- Familiarize yourself with all pest management related state or tribal laws to ensure your school district is in compliance.
- Review the [model school IPM policy](#) to create or update your school district's policy plan.
- Review guidance on preparing a [written IPM plan](#).
- Consider using a [sample pest management contract](#) if your district uses outside pest management service providers.
- View the School IPM [webinar series](#) to familiarize yourself with additional School IPM components.
- Create or update your school's [pest sighting log](#) to prepare for the application process.
- Do you have an [IPM Checklist](#)?

Steps to Complete Your Application

- Identify your school district's IPM coordinator and their contact information.
- Visit our [School IPM website](#) to access the appropriate application.
- Follow the detailed instructions for the award for which you are applying.
- Gather all related pest management materials (these may include pest sighting logs, IPM policy, inspection reports, etc.).
- Review the narrative sections before submittal. Consider soliciting feedback from IPM team members as well as non-team members, to ensure a complete and cohesive application.
- Submit your application by the deadline

Tier 1 & 2 (rolling admission) | Tier 3, 4 & Connector (November 1st)