



*Note to State Nominating Authorities: This sample application is provided to assist you, but is not required. You are encouraged to adapt all of it to your jurisdiction's needs. The aim is to use a format that shows how your nominees' are high performing in every Pillar within the allowable page limit. How you achieve that is up to you.*

### **ED-GRS Sample Nominating Authority Application for Colleges and Universities**

Thank you for your interest in completing the **State X** application to U.S. Department of Education Green Ribbon Schools (ED-GRS). ED-GRS recognizes schools, districts, and postsecondary institutions taking a comprehensive approach to sustainability that incorporates environmental learning with improving environmental and health impacts.

Becoming a U.S. Department of Education Green Ribbon School is a two-step process. The first step is to complete and submit this form to be selected as a nominee by an eligible state nominating authority, in this case, **the State Department of X**. Then, the U.S. Department of Education reviews nominees put forth by eligible authorities and confirms a cohort annually.

At both levels, selection is based on documentation of the applicant's progress in all three of the ED-GRS Pillars. Note that it is not sufficient to be high performing in one area alone and you should review the [ED Pillars](#) before completing this application.

It will help you to assemble a team to complete the application. This team might include: a facilities manager, athletics or health director, food services director, academic input, finance department representatives, educators, and students.

Applications are due by **xyz** to **xyz**. We will select nominees, notify them by **xyz**, and submit them to the U.S. Department of Education by February 1, 20xx.

**State may wish to insert their scoring rubric, if they use one.**

Note that if selected for nomination to ED-GRS, the college president/chancellor must be prepared to certify that each of the statements below concerning the school's eligibility and compliance with the following requirements is true. **[Some states have all applicants sign certifications when submitting an application to the state. Others wait until they have selected applicants to request the Nominee Presentation Form be signed.]**

1. The college or university has been evaluated and selected from among institutions within the Nominating Authority's jurisdiction, based on high achievement in the three ED-GRS Pillars: 1) reduced environmental impact and costs; 2) improved health and wellness; and 3) effective environmental and sustainability education.
2. The college or university is providing the U.S. Department of Education Office of Civil Rights



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- (OCR) access to information necessary to investigate a civil rights complaint or to conduct a compliance review.
- 3. OCR has not issued a violation letter of findings to the college or university concluding that the nominated college or university has violated one or more of the civil rights statutes. A violation letter of findings will not be considered outstanding if OCR has accepted a corrective action plan to remedy the violation.
- 4. The U.S. Department of Justice does not have a pending suit alleging that the college or university has violated one or more of the civil rights statutes or the Constitution’s equal protection clause.
- 5. There are no findings by Federal Student Aid of violations in respect to the administration of Title IV student aid funds.
- 6. The college or university is in good standing with its regional or national accreditor.
- 7. The college or university meets all applicable federal, state, local and tribal health, environmental and safety requirements in law, regulations and policy and is willing to undergo EPA on-site verification.

**Contact Information**

College/University Name:            Address:  
 City:            State:            Zip:  
 Website:            Facebook:  
 President/Chancellor Name:            Email:            Phone:  
 Lead Applicant Name (if different):            Email:            Phone:

**Size, Setting, and Enrollment Profile**

<input type="checkbox"/> Public 4-Year	Graduation rate :	Undergraduate Enrollment:	% of Undergraduates Receiving Pell Grants:
<input type="checkbox"/> Public 2-Year	Average Institutional Net	Graduate Enrollment:	Minority-Serving
<input type="checkbox"/> Private Non-Profit			



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	Price:		Institution (specify all that apply):
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1. Is your college or university participating in a local, state or national program which asks you to benchmark progress in some fashion in any or all of the Pillars?

Yes  No Program(s) and level(s) achieved:

2. Has your college or university received any awards for facilities, health or environment?

Yes  No Award(s) and year(s)

**Overview Summary Narrative for Highlights Report** [You may wish to allow 2 pages limit for this overview essay, bearing in mind that you may need to have them edit for structure and clarity]

Provide a narrative describing your institution’s efforts to reduce environmental impact and costs; improve student and staff health; and provide effective environmental and sustainability education. Include unique and innovative practices and partnerships. Be sure to cover every ED-GRS [Pillar](#) and underlying element in this overview of your work. See some examples in our past [Highlights Reports](#).

**Pillar I: Reduced Environmental Impact and Costs** [May wish to allow 3 pages for each of these essays, depending on how much you wish to collect and if you plan to have them synthesize for a final submission to ED]

Describe how your college or university is reducing environmental impact and costs by reducing or eliminating greenhouse gas emissions; improving water quality, efficiency, and conservation; reducing waste production; and encouraging use of alternative transportation. Identify your institution’s energy-efficient facilities and practices, ecologically beneficial uses of grounds, and methods of disposal for solid and hazardous wastes.

**Pillar 2: Improve the health and wellness of students, faculty, and staff**

Describe how your college or university improves the health and wellness of students, faculty and staff by integrating a campus-wide environmental health program and promoting sound health and wellness practices. You should discuss integrated pest management, contaminant controls and ventilation, asthma controls, indoor air quality, moisture control, and chemical management. Address the amount and type of outdoor time that your students and staff have, as well as the types of fresh, local, and organic food that they eat. Other components



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you may want to include are: health education, health services, counseling, psychological and social services, staff health promotion and family and community involvement.

### **Pillar 3: Effective Environmental and Sustainability Education**

Describe how your college or university provides effective environmental and sustainability education. Provide examples of interdisciplinary learning about the key relationships between dynamic environmental, energy, and human systems. Demonstrate how your institution uses the environment and sustainability to develop STEM and civic content, knowledge, and thinking skills. *Note that STEM and civics work discussed should be described in relation to environmental and sustainability learning.*

#### **Photographs**

Submit up to 5/10 [You may want to have some extras so you can submit best 5 to ED] photographs. Please save your photos using descriptive language. For example, "Students conduct water quality tests in outdoor classroom with science majors from nearby university x" would be more helpful than "Photo 1." Photos should be action shots, not posed. By sending these photos, you are giving the U.S. Department of Education permission to use them.

#### **Resources**

State Green Ribbon Schools link: xyz

U.S. Department of Education Green Ribbon Schools: [www.ed.gov/green-ribbon-schools](http://www.ed.gov/green-ribbon-schools)