

# U.S. Department of Education Green Ribbon Schools Award

## 2020-21 PreK-12 School Award and District Sustainability Award Application

### Overview

Thank you for your interest in completing the Minnesota Department of Education (MDE) application for nomination to U.S. Department of Education (ED) for the Green Ribbon School or District Award. Through its Green Ribbon Awards, ED recognizes schools and districts taking a comprehensive approach to sustainability. A comprehensive approach incorporates environmental learning with improving environmental and health impacts. Awards are made to PreK-12 schools, school districts and postsecondary schools.

To complete this application, you will need to **provide evidence** about your school's or district's accomplishments in the areas of facilities, health, physical education and safety policies; wellness and food service practices; and environmental and sustainability curriculum.

### Application Process

**To complete this application**, you will need to provide evidence about your school's or district's accomplishments in the areas of facilities, health, physical education and safety policies; wellness and food service practices; and environmental and sustainability curriculum.

**Application deadline is January 11, 2021.** Please send an **optional *intent to apply* message** to [John Olson](mailto:john.c.olson@state.mn.us) ([john.c.olson@state.mn.us](mailto:john.c.olson@state.mn.us)) once you determine you will apply, preferably by **December 16, 2020** or as early as possible, so that we may support you in the application process and plan for the review of the applications.

**To submit**, send your completed application, starting with the cover sheet (Page 4), and supporting documents, in Microsoft Word format as attachments to [John Olson](mailto:john.c.olson@state.mn.us) ([john.c.olson@state.mn.us](mailto:john.c.olson@state.mn.us)). Please send any questions to John or call 651-582-8673.

### Selection Process and Criteria

Becoming a U.S. Department of Education Green Ribbon Awardee is a two-step process. The first step is to complete and submit this application, starting with the [cover sheet](#) (Page 4), to be selected as a nominee by the commissioner of MDE. This determination will be made by **February 2, 2021**. If selected as a Minnesota finalist, the second step of the process requires signatures certifying compliance with all applicable civil rights; federal student aid; and health, safety, and environmental statutory and regulatory requirements. [View the certifications you will be asked to make on the Nominee Presentation form](#). The nominee package will be sent to ED by **February 12, 2021**. Districts selected by ED as national awardees will be announced in the spring and will receive a plaque and invitation to the national ceremony in Washington, DC in the fall. In addition, the awardees may use the Green Ribbon School award logo on their website and materials.

Minnesota is permitted to submit up to five PreK-12 school and district nominees. If a state nominates three public schools or districts, at least one must have at least 40 percent of their students from a disadvantaged background. If a

state nominates a fourth school, it must be a private school. No more than one of the nominees may be a private school. A school or district may be selected as an awardee only once.

ED selects awardees from those presented by state nominating authorities. Selection will be based on documentation of the applicant's high achievement in the three **ED-GRS Pillars**:

**Pillar I:** Reduce environmental impact and costs.

**Pillar II:** Improve the health and wellness of students and staff.

**Pillar III:** Provide effective environmental and sustainability education, incorporating STEM, civic skills and green career pathways.

Schools and districts demonstrating exemplary achievement in **all three Pillars** will receive highest rankings. It is important to document concrete achievement.

Team completion of the application is recommended and might include: a facilities manager, physical education director, food services director, curriculum director, finance department representative, teachers and students. The questions in this application will help you demonstrate your high achievement in these Pillars, as well as provide space for you to include pertinent documentation. The basic approach is to document evidence of achievements and provide supporting information. Consult the ***Examples of Data for Applications document*** located at the bottom of the [MDE Green Ribbon Schools page](#), for examples of data that could be supplied to support your claims. Consult the [ED-GRS Resources for Green Schools page](#) for standards, programs and grants related to each Pillar, Element and question. [Minnesota Green Schools Resources](#) is an excellent clearinghouses of resources for all schools, not just those who apply.

**Note** that a **district application must focus on district-wide** policies, data and practices rather than a collection of school-level activities.

For applications, other materials, and announcements, visit the [MDE Green Ribbon Schools page](#). For program information and applications from past awardees, visit the [ED-GRS website](#).

## Application Scoring Criteria

Scoring Criteria	Point Value
<b>Cross-Cutting Question:</b> Participation in green school programs: 5%	5
<b>ED-GRS Pillar and Elements:</b> Pillar I: Reduce environmental impact and costs: 30%	
Element 1A: Reduced or eliminated greenhouse gas emissions Energy Buildings	15
Element 1B: Improved water quality, efficiency, and conservation Water Grounds	5
Element 1C: Reduced waste production Waste Hazardous waste	5
Element 1D: Use of alternative transportation	5
<b>ED-GRS Pillar and Elements:</b> Pillar II: Improve the health and wellness of students and staff: 30%	
Element 2A: Integrated school environmental health program Integrated Pest Management Contaminant controls and ventilation Indoor air quality Chemical management	15
Element 2B: Nutrition and fitness Coordinated health plan Fitness and outdoor time Food and nutrition	15
<b>ED-GRS Pillar and Elements:</b> Pillar III: Provide effective environmental and sustainability education, incorporating STEM, civic skills and green career pathways: 35%	
Element 3A: Interdisciplinary learning about the key relationships between dynamic environmental, energy and human systems	20
Element 3B: Use of the environment and sustainability to develop STEM content, knowledge, and thinking skills	5
Element 3C: Development and application of civic knowledge and skills	10
<b>Total Points</b>	<b>100</b>

# Minnesota Green Ribbon School and District Award

## Application Cover Sheet 2020-21

*The submitted application may begin with this page.*

### School or District Information

District or School Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP code: \_\_\_\_\_

Website: \_\_\_\_\_ Facebook: \_\_\_\_\_ Twitter: \_\_\_\_\_

Superintendent Name: \_\_\_\_\_

Superintendent Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Principal Name (if a school application): \_\_\_\_\_

Principal Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Lead Applicant Name (if different): \_\_\_\_\_

Lead Applicant Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### Grades at the school or Number of schools at each grade level

Early Learning: \_\_\_\_\_

Elementary (K-5 or 6): \_\_\_\_\_

K-8: \_\_\_\_\_

Middle (6-8 or 9): \_\_\_\_\_

High School (9 or 10-12): \_\_\_\_\_

Other: \_\_\_\_\_

### How would you describe your district: (place an "x" after your choice?)

Urban: \_\_\_\_\_

Suburban: \_\_\_\_\_

Rural: \_\_\_\_\_

**Total Enrolled:** \_\_\_\_\_

### Does your school or district serve 40 percent or more students from disadvantaged households?

\_\_\_ Yes \_\_\_ No

Percentage receiving free or reduced-priced lunch: \_\_\_\_\_

Percentage limited English proficient: \_\_\_\_\_

Percentage special education: \_\_\_\_\_

Other measures: \_\_\_\_\_

Graduation rate: \_\_\_\_\_

Attendance rate: \_\_\_\_\_

## Completing the application

Consider the narrative for this application to be a claims and evidence document. Make the claim that your school or district has accomplishments in an area and provide data and other evidence to support the claim. Focus on unique and innovative, yet replicable, practices and partnerships. **For district applications, describe accomplishments across the district rather than at individual schools.** Be sure to cover every Pillar and Element listed below. For examples that could be used as evidence, consult the *Examples of Data for Applications document* located at the bottom of the [MDE Green Ribbon Schools webpage](#). Use normal fonts and margins. The narrative may include tables, graphs and pictures.

### Summary Narrative Encompassing All Three Pillars

Submit a 2-3 page narrative describing efforts of your school or district reducing environmental impact and costs, improving student and staff health and wellness, and providing effective environmental and sustainability education. This overarching summary should highlight the best of your work in every ED-GRS Pillar and Element. Your summary should be what you would like to see appear in a future Highlights Report, if your institution is selected. Be sure to include a description of your school or district and relevant sustainability achievements, supporting data, unique partnerships, program participation, awards, and certifications. [View highlights from past honorees](#).

### Cross-Cutting Programs

1. Is your district participating in a local, state or national program, such as EPA ENERGY STAR Portfolio Manager, EcoSchools, Project Learning Tree, or others, which asks you to benchmark progress in some fashion in any or all of the Pillars? **If yes, describe it:** \_\_\_\_\_
2. Has your district received any awards for facilities, health or environmental education?  
**If yes, enter the award(s) and year(s) received:** \_\_\_\_\_  
Does the district have a sustainability program or coordinator? **If yes, describe it:** \_\_\_\_\_

### Pillar I: Reduced Environmental Impact and Costs

Submit 1-3 pages describing and providing supporting data of how your district is reducing environmental impact and costs by:

**Element A:** reducing or eliminating greenhouse gas emissions, including using energy audits, energy efficient facilities and practices, and use of renewable energy.

**Element B:** improving quality, efficiency and conservation of water.

**Element C:** reducing solid and hazardous waste through recycling and composting, reduced consumption, and improved management.

**Element D:** expanding use of alternative transportation through active promotion of locally-available transportation, energy efficient options and implementation of alternative transportation supportive projects and policies.

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

Submit 1-3 pages describing and providing evidence of how your district is improving the health and wellness of students and staff by use of:

**Element A:** an integrated campus environmental health program, including: pest management, contaminant controls, asthma control, indoor air quality, moisture control and chemical management.

**Element B:** health and wellness programs, including nutrition and outdoor physical activity. Other components you may include are: health education, health services, counseling, psychological and social services, sun safety, staff health promotion, and family and community involvement.

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

Submit 1-3 pages describing and providing evidence of your environmental and sustainability education across the district by use of:

**Element A:** interdisciplinary learning about the key dynamic relationships between environmental, energy and human systems. Show how these concepts are integrated into assessments, and describe environmental and sustainability literacy professional development and co-curricular activities.

**Element B:** environment and sustainability curriculum and programs to develop STEM content knowledge and thinking skills to prepare students for the 21st century technology-driven economy.

**Element C:** the development of civic engagement knowledge and skills and students' application of such knowledge and skills to address sustainability issues in their community.

### **Photos**

Please submit 5-10 photographs with descriptions including who, what, when, and where. Photos should be action shots, not posed. By sending these photos, you are giving your state nominating authority and the U.S. Department of Education permission to use them in our newsletter and social media.

### **Resources**

#### [Minnesota Green Ribbon Schools webpage](https://education.mn.gov/MDE/dse/stds/sci/grn/)

(<https://education.mn.gov/MDE/dse/stds/sci/grn/>)

- Minnesota application forms for Green Ribbon Awards
- Examples of data requested in Green Ribbon Schools Application
- Minnesota Green Schools resources
- Promotional flyer
- Past awardees and links to their applications

#### [National Green Ribbons Schools Program website](http://www.ed.gov/programs/green-ribbon-schools)

([www.ed.gov/programs/green-ribbon-schools](http://www.ed.gov/programs/green-ribbon-schools))

- Program information
- Resources for Green Schools
- Nomination presentation form
- Awardee highlights