Waste Not Washington School Awards

2020-2021

Sustainability in Washington Schools

Washington State Department of Ecology

Olympia, Washington

November 2020, Publication 20-07-032

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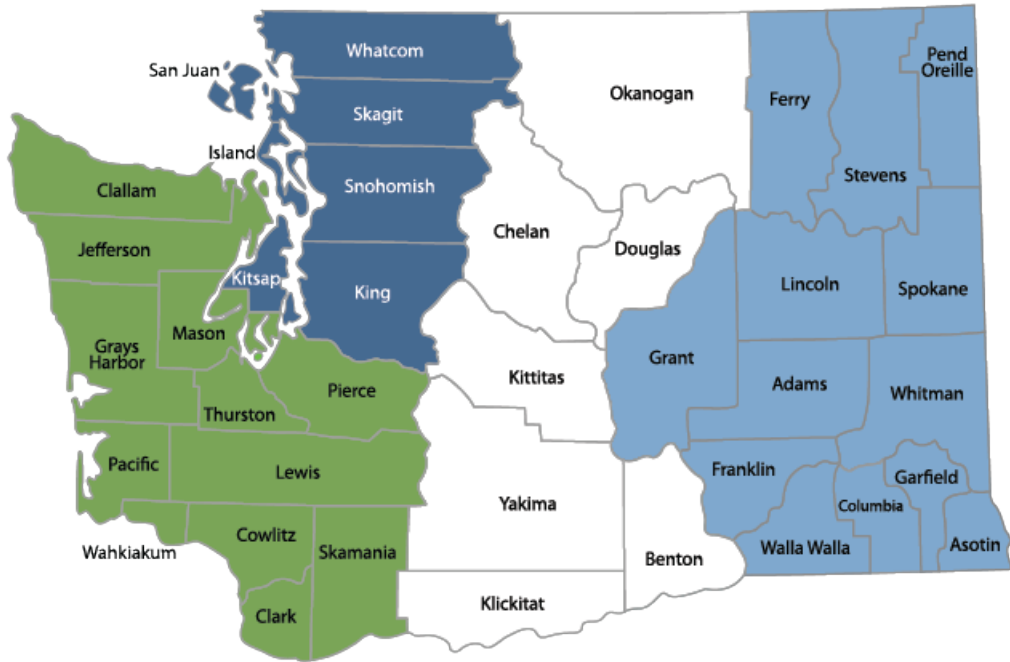
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To request an ADA accommodation, contact Ecology by phone at 360-407-6900 or email at Heather.Rawley@ecy.wa.gov. For Washington Relay Service or TTY call 711 or 877-833-6341. Visit Ecology's website for more information.

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[1] www.ecology.wa.gov/contact

Department of Ecology's Regional Offices

Map of Counties Served

Region	Counties served	Mailing Address	Phone
Southwest	Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Mason, Lewis, Pacific, Pierce, Skamania, Thurston, Wahkiakum	PO Box 47775 Olympia, WA 98504	360-407-6300
Northwest	Island, King, Kitsap, San Juan, Skagit, Snohomish, Whatcom	3190 160th Ave SE Bellevue, WA 98008	425-649-7000
Central	Benton, Chelan, Douglas, Kittitas, Klickitat, Okanogan, Yakima	1250 W Alder St Union Gap, WA 98903	509-575-2490
Eastern	Adams, Asotin, Columbia, Ferry, Franklin, Garfield, Grant, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman	4601 N Monroe Spokane, WA 99205	509-329-3400
Headquarters	Across Washington	PO Box 46700 Olympia, WA 98504	360-407-6000

Waste Not Washington
School Awards

2020-2021

**Guidelines and Scoring Criteria
for Sustainable School Awards**

Solid Waste Management Program
Washington State Department of Ecology

Olympia, WA

November 2020 | Publication 20-07-032

DEPARTMENT OF
ECOLOGY
State of Washington

Table of Contents

Acknowledgements

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- Katherine Walton

Introduction

The Waste Not Washington School Awards Program was established by [RCW 70A.214.100](RCW 70A.214.100) to achieve waste reduction and recycling in public schools and to encourage waste reduction and recycling in private schools, grades kindergarten through high school. Ecology is implementing this program through a competitive process and as a monetary award to schools to meet the statutory intent and recognize schools committing to a more sustainable future. These guidelines are for educators wishing to compete in the Waste Not Washington School Awards Program. This program and its associated resources are intended to help build and improve waste reduction, recycling, and other sustainability programs and curricula in Washington schools.

One of the most crucial issues that children face today is the uncertainty of the world they will inherit. A school that both teaches and practices sustainable behavior offers children and the local community an important role model. Such a school provides students the knowledge and skills that will help them better understand and respond to a rapidly changing world.

As human activities continue to impact the environment, we need to recognize how our society, our economy, and our environment depend on each other. If we use up our resources too quickly, there will not be enough left to support future generations. Meeting our present needs while still leaving enough resources for future generations is the aim of sustainability.

Some basic ways to keep your school sustainable are waste reduction, composting, and recycling. Students, faculty, and staff see the need for a sustainable future reflected in the practical decisions the school community makes. Some of these practices may be seen in:

- Cafeteria operation
- Classroom use of paper and other products
- Office operation
- Composting and garden programs

Bringing environmental issues into our classrooms can be a challenge when working within basic education requirements. Waste reduction programs offer an opportunity for students to learn about the environmental (including climate) impacts of materials and waste. They also provide students with leadership opportunities through modeling behavior and educating their fellow students, family at home, and community about these impacts and how we can all take ownership of and play a part in improving our future. It takes dedication and support from all members of the school and the greater community. Your school can be part of this effort to teach these important principles to the leaders of tomorrow.

Additionally, schools gain the financial benefit in reducing costs by reducing dumpster fees, energy cost savings associated with waste reduction and recycling, and preventing unnecessary purchases. However, when considering waste reduction opportunities, keep in mind that recycling is not likely to raise a substantial amount of funds for a school or sustainability

program. Markets for recyclable products fluctuate and current market rates will not always allow for a net profit.

Waste Not Washington Awards

The Waste Not Washington School Awards promote sustainability and reward school efforts to reduce waste, recycle, and teach environmental curricula. The Department of Ecology (Ecology) encourages schools to be role models in environmental stewardship for students and community members. Ecology currently has a $50,000 budget for this program, with each award providing up to $5,000 in award funds. All around the state, schools are finding ways to carry out their missions in a less wasteful manner.

This award program aims to celebrate such schools by highlighting their effort and providing a financial reward. Ecology highly recommends consulting your Regional Waste Reduction and Recycling Specialists when creating an application. These Specialists are available statewide to help schools locate assistance and resources for implementing waste reduction and recycling programs.

Heather Church
Eastern Washington Regional
Waste Reduction and Recycling
Specialist
Phone: 509-202-6946
Email: heather.church@ecy.wa.gov

Shannon Jones
Western Washington Regional
Waste Reduction and Recycling
Specialist
Phone: 360-742-9874
Email: shannon.jones@ecy.wa.gov

Examples of school programs and resources to provide guidance, ideas, and partnership opportunities are located on our website: https://ecology.wa.gov/About-us/Get-to-know-us/Our-Programs/Solid-Waste-Management/Sustainable-School-Awards

Additionally, in light of COVID-19 and the associated disruptions to traditional teaching methods in some schools, the Waste Not Washington Awards will be available to a broader applicant pool. This will maintain the spirit of providing funding to promote environmental stewardship practices to schools, teachers, and ultimately students and their families.

Awards Program Timeline and Deadlines

Waste Not Washington School Awards
2021 Timeline

All Applications Due	Awardees Announced		All Awards Must Be Issued	Monitoring and Project Reports Due
January 7, 2021	January 31, 2021		June 30, 2021	July 30, 2021
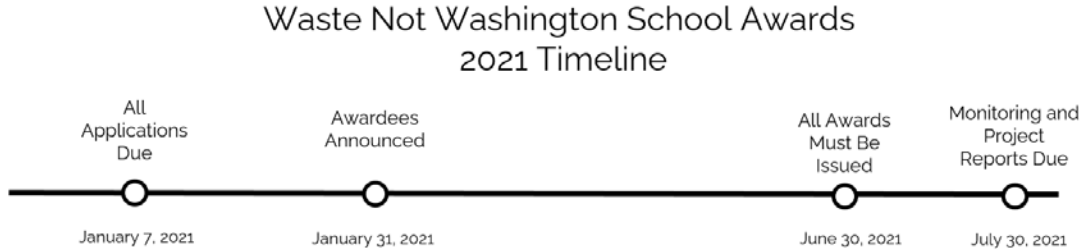
January 7th, 2021: Application submission deadline

All applications must be submitted to Ecology by **5:00 PM on Thursday, January 7th, 2021** to be -considered for the 2020-2021 award cycle. **Each award category has a separate application form.** Please fill out the appropriate application form for the award category in which you intend to apply. **Electronic submissions using the online form submission portal are strongly encouraged.**

Be sure to read the instructions and guidelines before completing the application. Please limit your entire application to four pages or less and use no less than an 11-point font. **Ecology will not consider any applications submitted after the deadline.**

All mail applications should be addressed to:

E-mail	Standard Mail (United States Postal Service)	Priority Mail (All other carriers)
heather.church@ecy.wa.gov	Heather Church Department of Ecology PO BOX 47600 OLYMPIA WA 98504-7600	Heather Church Department of Ecology 300 DESMOND DRIVE SE LACEY WA 98503

January 31, 2021: Award announcements

Ecology will announce successful applicants/proposals by no later than Monday, January 31, 2021. Applicants will be notified via press release and contacted individually in regards to the award and any next steps to secure award funds (e.g. provide purchase receipts, etc.).

June 30, 2021: All awards must be disbursed

All funds must be disbursed to the awardee by June 30, 2021. Awardees that have not received their funds by this date forfeit their award.

July 30, 2021: Project progress and monitoring reports due to Ecology

All projects are required to submit monitoring data, progress, and status reports to Ecology by July 30, 2021. These reports and data are crucial to improving and refining the Waste Not Washington School Awards program in future award cycles and provide future applicants with a foundational knowledge of how to create successful programs.

Applicant Eligibility

Applicants may be eligible to receive awards if they meet the following criteria:

- Applicant must be
    - A teacher or staff member of K-12 public, private, or tribal school or school district applying on behalf of a school or classroom.
    - A local government, tribal government, or not-for-profit/nonprofit organization promoting and creating waste reduction, composting, or recycling curricula for K-12 students.*

- Projects must show a sustainable focus surrounding waste reduction, recycling, green purchasing, food waste reduction, and/or composting.

*If an applicant is not affiliated with a school, they are limited to the Creative Environmental Curriculum Award. Curriculum materials must be made publicly available to any and all schools in Washington State through the Open Educational Resources (OER) Commons portal.

Contact Information

Need assistance? For questions, concerns, or guidance in applying for the Waste Not Washington School Awards, please contact

Heather Church

Eastern Washington Regional

Waste Reduction and Recycling Specialist

Phone: 509-202-6946

Email: heather.church@ecy.wa.gov

Award Categories

There are three categories of awards, each with a separate application form.

Seed Award

What is it?

This category awards funds to implement school waste reduction and recycling programs. K-12 public, private, or tribal schools can apply in this category to:

- Buy educational aids and equipment for waste reduction/recycling programs. For example, reusable silverware/trays/flatware in school cafeterias, food waste reduction through bulk dispensers for milk/juice/water, educational signage, composting equipment, etc.

- Integrate sustainability lessons into the curriculum to help meet the goals established by the State of Washington Environmental Education Guidelines[2].

Who can apply?

The Seed Award is available to teachers or staff members of K-12 public, private, or tribal school or school district applying on behalf of a classroom, school, or school district.

Sustainable School Program Award

What is it?

This category recognizes a K-12 public, private, or tribal school or school district's ongoing efforts to maintain and expand waste reduction, composting, and recycling programs. This is intended to not only recognize a school for their past efforts but to support the continuation and future goals of their programs. Ecology may recognize sustainable school programs created and implemented within five (5) years of the application date.

Who can apply?

The Sustainable School Program Award is available to teachers or staff members of K-12 public, private, or tribal school or school districts applying on behalf of a classroom, school, or school district for projects/curriculum implemented within the past 5 years. Projects and curriculum must still be in place and funds awarded must be put toward continuing or expanding these programs.

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[2] https://www.k12.wa.us/student-success/resources-subject-area/environment-sustainability

Creative Curriculum Award

What is it?

This category awards funds to generate newly created and original curricula that:

- Introduces students, teachers, staff, and administrators to the concepts of waste reduction, composting, recycling, green chemistry, sustainable design, or circular economy.

- Strives to inspire a sense of environmental stewardship in the students and staff.

All developed materials must be made publicly available through the Open Educational Resources (OER) Commons portal.

Who can apply?

The Creative Curriculum Award is available to teachers or staff members of a K-12 public, private, tribal school, or school district applying on behalf of a school, classroom, school district, local government, tribal government, and not-for-profit/nonprofit organizations promoting and creating curricula for K-12 students.

Eligible and Ineligible Cost

Examples of Eligible and Ineligible Costs

Eligible Costs

- Computer software for distanced learning (i.e.: video conferencing software, video editing software)
- Gloves and protective gear for program activities (i.e. waste audits, compost operations)
- Equipment for composting
- Equipment for recycling
- Bulk food/beverage dispensers (milk, juice, water)
- On-site gardening supplies
- Printing, translation of educational materials

Eligible Costs at Discretion of Department of Ecology

- Wages and stipends
- Computer equipment or electronics – only if solely dedicated to waste reduction, composting, recycling, education, and outreach

Ineligible Costs

- Architectural designs
- Hauling costs
- Disposal fees
- "Green" office supplies (e.g. recycled paper)
- Non-toxic cleaning supplies
- Feasibility studies or plans
- Promotional materials, giveaways, or swag (e.g. water bottles, magnets, t-shirts)

Award Scoring Criteria

Regardless of which award category your application falls under, a successful application must address the following criteria:

- Goals of proposals, or results of previously implemented programs, to support waste reduction, recycling, green purchasing, food waste reduction, composting, etc.

- The outcome of the program will likely lead to one of the following:

    o Reduced waste.
    o Reduced contamination in the recycling and compost waste streams.
    o Increased materials recycled or composted.
    o A greater understanding of waste and waste processes.

- Application includes or results can show measurable outcomes. Proposals must clearly describe how they will deliver the monitoring data, progress, and status reports of these measurable outcomes to Ecology by July 30, 2021.

- Proposal or results must clearly describe the work to be (or work that was) conducted.

- Proposals must clearly state how the objectives of the project will be or have been achieved.

- The application provides estimates/quotes, or the project costs and includes proof of those costs.

- Proposal or results clearly describes the need for the project.

- The proposal is sustainable and will be self-sustaining in the long-term, without the ongoing need for monetary support from Ecology.

Optional criteria that will result in up to 5 additional points per bulleted item:

- Include at least one letter of contribution or letters of general support for programs from other organizations (multiple letters are encouraged).

- Provide a letter from school administration verifying that school was negatively impacted financially by the McCleary Decision Outcome.

Listed below are criteria an applicant must address in order to receive the additional (optional) points for the corresponding award categories:

Seed Award

- Award recipient is ready to start implementing the project within two months of receiving the award.

Sustainable School Program Award

- Additional points will be awarded to schools that have implemented a project within the last 5 years and the results are readily available.

Creative Curriculum Award

- The curriculum will be developed and translated into multiple languages meeting the two predominant languages spoken in that geographic area. Additional points will be awarded for each additional language the material is translated into.

- The proposed curriculum is relevant to current issues facing the applicant's community.

- The proposed curriculum includes resources such as static materials, activities, and videos for communities within the focus region.

Scaling criteria for curriculum/outreach materials

If a school is no longer having class in person, videos will be a necessary replacement for activities unless otherwise able to implement safe and effective at-home activities.

- Multi-day (at least 5 days w/ 1 hour of content) curriculum with static materials and at least two activities/videos = 10 points
- Multi-day curriculum (at least 5 days w/ 1 hour of content) with static materials and at least one activity/video = 7 points
- Multi-day curriculum (at least 3 days w/ 1 hour of content) with static materials = 4 points
- One day curriculum (w/ 1 hours of content) with static materials = 1 point

- All curriculum and materials must be made available statewide via the Open Educational Resources (OER) Commons portal.

Ecology reserves the right to award additional points to applications that demonstrate that the project

- Focuses on a population with a Washington Tracking Network (WTN) Environmental Health Disparity index rating of 8 or above. For point details, see the School Awards Application Screening and Evaluation Criteria.

- Focuses on a population with higher percentages of students receiving free or reduced-price lunch. For point details, see the School Awards Application Screening and Evaluation Criteria.

To ensure equity of awards to applicants across the state, Ecology may adjust the distribution of awards. Ecology may also adjust the percentage of funds awarded between award categories to best distribute available funding.

Appendix A.
School Awards Application Screening and Evaluation Criteria

Screening Checklist

Topic	Evaluation	Required Answer
Application	Was the application received before the deadline?	Yes
Applicant	Is the applicant either: 1) A K-12 public, private, or tribal school or school district 2) A not-for-profit or nonprofit organization	Yes
Project	Does the proposal fit the intent of the school awards program?	Yes
Award Category*	Which award category does the proposal qualify for consideration	_____ (Fill-in)

*Award eligibility categories

	Seed	Sustainable School Program	Creative Curriculum
K-12 School	Yes	Yes	Yes
Not-for-Profit / Nonprofit Organization	X	X	Yes

Target funding allocation (may shift depending on proposals)

65% Seed / Sustainable School Program

35% Creative Curriculum

Note: Scores vary in points between award scorecards, but are valued equally across categories. Applications will be measured by their percentage of meeting the total points available and applications with the highest percentage will be favored to receive award funds.

For example, an application to the Seed Award category receives a score of 60 out of 70 points and an application to the Creative Curriculum Award category receives a score of 70 out of 92 points, then the ranking of each of these applications will be seen as 85% and 76% respectively.

Score Cards

Score Card 1

Evaluation Scorecard

<u>Award Type</u>: Seed Award

Priorities

Numbers	Criteria	Possible Score
1.1	The proposal's goal is one of the following: • Waste reduction/recycling • Food waste reduction • Composting	10
1.2	Outcome of the proposal would likely lead to less contamination in the recycling waste stream or composting process	5
1.3	Project has a WTN Environmental Health Disparity index ranking of: 10 = 5 points 8-9 = 3 points 1-7 = 0 points The index can be found at: https://fortress.wa.gov/doh/wtn/WTNIBL/	5
1.4	As per the National Center for Education Statistics, the percentage of students eligible for free or reduced-price lunch (FRPL) under the National School Lunch Program provides a proxy measure for the concentration of low-income students within a school. The indicator is reflected in this score point ranking. High-Poverty Schools: 75.0% or greater of students eligible for FRPL = 5 points Mid-high Poverty Schools: 50.1 – 75.0% of students eligible for FRPL = 3 points Mid-Low Poverty Schools: 25.1 – 50.0% or less of students eligible for FRPL = 2 points Low Poverty Schools: Less than 25.0% of students eligible for FRPL = 0 points	5

Budget

Number	Criteria	Possible Score
2.1	Proposal describes project costs and estimates/quotes or proof of costs are included.	5

Scope of Work

Number	Criteria	Possible Score
3.1	Proposal clearly states how the objectives of the project will be achieved	5
3.2	Award recipient is ready to proceed with project within 2 months of receiving award	5
3.3	Proposal clearly describes the issue and work to be conducted	5
3.4	Proposal clearly describes the desired outcome	5
3.5	Proposal will be self-sustaining in the long-term	10
3.6	Proposal includes measurable outcomes	5

Other

Number	Criteria	Possible Score
4.0	Letter(s) of pledges/contribution for the project from other organization(s) are included = 5 points More general letter(s) of support for the project are included = 2 points No letters of support or pledges of contribution = 0 points	5
4.1	Letter from school administration verifying that school was negatively impacted financially by the McCleary Decision Outcome	5
Total		**75**

Score Card 2

Evaluation Scorecard

Award Type: Sustainable School Program (Project)

Priorities

Numbers	Criteria	Possible Score
1.1	Results support at least one of the following: • Waste reduction/recycling • Food waste reduction • Composting	10
1.2	Outcome of results likely leads to less contamination in the recycling waste stream or composting process	5
1.3	Project is within a population living in poverty with a WTN Environmental Health Disparity index ranking of: 10 = 5 points 8-9 = 3 points 1-7 = 0 points The index can be found at: https://fortress.wa.gov/doh/wtn/WTNIBL/	5
1.4	As per the National Center for Education Statistics[3], the percentage of students eligible for free or reduced-price lunch (FRPL) under the National School Lunch Program provides a proxy measure for the concentration of low-income students within a school. The indicator is reflected in this score point ranking. High-Poverty Schools: 75.0% or greater of students eligible for FRPL = 5 points Mid-high Poverty Schools: 50.1 – 75.0% of students eligible for FRPL = 3.5 points Mid-Low Poverty Schools: 25.1 – 50.0% or less of students eligible for FRPL = 2 points Low Poverty Schools: Less than 25.0% of students eligible for FRPL = 0 points	5

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[3] https://nces.ed.gov/programs/coe/indicator_clb.asp

Budget

Number	Criteria	Possible Score
2.1	Proposal describes project costs and estimates/quotes or proof of costs are included	5

Scope of Work

Number	Criteria	Possible Score
3.1	Proposal clearly states how the objectives of the project will be achieved	5
3.2	Proposal clearly describes the issue and work to be conducted	5
3.3	Proposal clearly describes the desired outcome	5
3.4	Proposal will be self-sustaining in the long-term	10
3.5	Proposal includes measurable outcomes	5

Other

Number	Criteria	Possible Score
4.0	Letter(s) of pledges/contribution for the project from other organization(s) are included = 5 points More general letter(s) of support for the project are included = 2 points No letters of support or pledges of contribution = 0 points	5
4.1	Letter from school administration verifying that school was negatively impacted financially by the McCleary Decision Outcome	5
Total		**70**

Score Card 3
Evaluation Scorecard

Award Type: Sustainable School Program Award (Creative Curriculum)

Priorities

Numbers	Criteria	Possible Score
1.1	Proposal's goal is to support at least one of the following: • Waste reduction/recycling • Food waste reduction • Composting • Green Chemistry / Sustainable Design / Closed-Loop Waste Education	10
1.2	Outcome of results likely leads to less contamination in the recycling waste stream or composting process	5
1.3	Project is within a population living in poverty with a WTN Environmental Health Disparity index ranking of: 10 = 5 points 8-9 = 3 points 1-7 = 0 points The index can be found at: https://fortress.wa.gov/doh/wtn/WTNIBL/	5
1.4	As per the National Center for Education Statistics[4], the percentage of students eligible for free or reduced-price lunch (FRPL) under the National School Lunch Program provides a proxy measure for the concentration of low-income students within a school. The indicator is reflected in this score point ranking. High-Poverty Schools: 75.0% or greater of students eligible for FRPL = 5 points Mid-high Poverty Schools: 50.1 – 75.0% of students eligible for FRPL = 3.5 points Mid-Low Poverty Schools: 25.1 – 50.0% or less of students eligible for FRPL = 2 points Low Poverty Schools: Less than 25.0% of students eligible for FRPL = 0 points	5
1.5	Proposed curriculum will be developed and translated in multiple languages = 4 points + 0.5 points for each additional language with a maximum of 7 total points	7

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[4] https://nces.ed.gov/programs/coe/indicator_clb.asp

Budget

Number	Criteria	Possible Score
2.1	Proposal describes project costs and proof of costs are included	5

Scope of Work

Number	Criteria	Possible Score
3.1	Proposal clearly states how the objectives of the project will be achieved	5
3.2	Award recipient has implemented a project within the last 5 years and the results are readily available	5
3.3	Proposal clearly describes the issue and work to be conducted	5
3.4	Proposal clearly describes the desired outcome	5
3.5	Proposal will be self-sustaining in the long-term	10
3.6	Proposal includes measurable outcomes	5

Outreach Results

Number	Criteria	Possible Score
4.0	Scaling criteria for curriculum/outreach materials: If a school no longer holds class in person due to COVID-19, videos will be a necessary replacement for activities unless educators have proof of implementing safe and effective at-home activities. Multi-day (at least 5 days w/ 1 hour of content) curriculum with static materials and at least two activities/videos = 10 points Multi-day curriculum (at least 5 days w/ 1 hour of content) with static materials and at least one activity/video = 7 points Multi-day curriculum (at least 3 days w/ 1 hour of content) with static materials = 4 points One day curriculum (w/ 1 hours of content) with static materials = 1 point	10

Other

Number	Criteria	Possible Score
5.0	Letter(s) of pledges/contribution for the project from other organization(s) are included = 5 points More general letter(s) of support for the project are included = 2 points No letters of support or pledges of contribution = 0 points	5
5.1	Letter from school administration verifying that school was negatively impacted financially by the McCleary Decision Outcome	5
Total		**92**

Score Card 4

Evaluation Scorecard

Award Type: Creative Curriculum

Priorities

Numbers	Criteria	Possible Score
1.1	Proposal's goal is to support at least one of the following: • Waste reduction/recycling • Food waste reduction • Composting • Green Chemistry / Sustainable Design / Closed-Loop Waste Education	10
1.2	Outcome of results likely leads to less contamination in the recycling waste stream or composting process	5
1.3	Project is within a population living in poverty with a WTN Environmental Health Disparity index ranking of: 10 = 5 points 8-9 = 3 points 1-7 = 0 points The index can be found at: https://fortress.wa.gov/doh/wtn/WTNIBL/	5
1.4	As per the National Center for Education Statistics[5], the percentage of students eligible for free or reduced-price lunch (FRPL) under the National School Lunch Program provides a proxy measure for the concentration of low-income students within a school. The indicator is reflected in this score point ranking. High-Poverty Schools: 75.0% or greater of students eligible for FRPL = 5 points Mid-high Poverty Schools: 50.1 – 75.0% of students eligible for FRPL = 3.5 points Mid-Low Poverty Schools: 25.1 – 50.0% or less of students eligible for FRPL = 2 points Low Poverty Schools: Less than 25.0% of students eligible for FRPL = 0 points	5
1.5	Proposed curriculum will be developed and translated in multiple languages = 4 points + 0.5 points for each additional language with a maximum of 7 total points	7

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[5] https://nces.ed.gov/programs/coe/indicator_clb.asp

Budget

Number	Criteria	Possible Score
2.1	Proposal describes project costs and estimates/quotes or proof of costs are included	5

Scope of Work

Number	Criteria	Possible Score
3.1	Proposal clearly states how the objectives of the project will be achieved	5
3.2	Award recipient is ready to proceed with project within 2 months of receiving award	5
3.3	Proposal clearly describes the issue and work to be conducted	5
3.4	Proposal clearly describes the desired outcome	5
3.5	Proposal will be self-sustaining in the long-term	10
3.6	Proposal includes measurable outcomes	5

Outreach Results

Number	Criteria	Possible Score
4.0	Scaling criteria for curriculum/outreach materials: If a school no longer held class in person due to COVID-19, videos will be a necessary replacement for activities unless educators have proof of implementing safe and effective at-home activities. Multi-day (at least 5 days w/ 1 hour of content) curriculum with static materials and at least two activities/videos = 10 points Multi-day curriculum (at least 5 days w/ 1 hour of content) with static materials and at least one activity/video = 7 points Multi-day curriculum (at least 3 days w/ 1 hour of content) with static materials = 4 points One day curriculum (w/ 1 hours of content) with static materials = 1 point	10

Other

Number	Criteria	Possible Score
5.0	Letter(s) of pledges/contribution for the project from other organization(s) are included = 5 points More general letter(s) of support for the project are included = 2 points No letters of support or pledges of contribution = 0 points	5
5.1	Letter from school administration verifying that school was negatively impacted financially by the McCleary Decision Outcome	5
Total		**92**

Appendix B. Award Applications

Waste Not Washington School Awards
2020-2021

Important Information

The deadline for applications is 5 p.m., January 7th, 2021

<u>**Ecology will not consider any applications submitted after the deadline.**</u>

Each award category has a separate application form. You may apply for more than one category. Please fill out the appropriate application form for each award category in which you intend to apply.

Be sure to read the instructions and guidelines before completing the application. Award scoring criteria are provided on pages 11-12 of the guide. Please limit each application to the listed word count maximum or less, and use no less than 11-point font.

Electronic submissions (through the online application form, in Adobe Acrobat PDF, or MS Word compatible file formats) are preferred and strongly encouraged.

If you must mail an application, use one of the mailing addresses provided:

E-mail	Standard Mail (United States Postal Service)	Priority Mail (All other carriers)
heather.church@ecy.wa.gov	Heather Church Department of Ecology PO BOX 47600 OLYMPIA WA 98504-7600	Heather Church Department of Ecology 300 DESMOND DRIVE SE LACEY WA 98503

Eligible and Ineligible Cost

Examples of Eligible and Ineligible Costs

Eligible Costs

- Computer software for distanced learning (i.e.: video conferencing software, video editing software)
- Gloves and protective gear for program activities (i.e.: waste audits, compost operations)
- Equipment for composting
- Equipment for recycling
- Bulk food/ beverage dispensers (milk, juice, water)
- On-site gardening supplies
- Printing, translation of educational materials

Eligible Costs at Discretion of Department of Ecology

- Wages and stipends
- Computer equipment or electronics – only if solely dedicated to waste reduction, composting, recycling, education, and outreach

Ineligible Costs

- Architectural designs
- Hauling costs
- Disposal fees
- "Green" office supplies (e.g. recycled paper)
- Non-toxic cleaning supplies
- Feasibility studies or plans
- Promotional materials, giveaways, or swag (e.g. water bottles, magnets, t-shirts)

Waste Not Washington School Award

2020 Seed Award Application

**Be sure to read the instructions and guidelines before completing the Application.

Organization Information – Seed Award

Complete all items in this section.

Project Title:

Give a two-sentence description of the project for which you seek an award:

Contact Information

School Name: Contact Person:

School District: Official Title:

Legislative District: Contact Phone:

Mailing Address: E-mail Address:

County: School Website:

Demographics

Number of students:

Number of staff and faculty:

Percentage of students with free or reduced-price lunch:

School District Size:

Grade level:

WTN Environmental Health Disparity Index Ranking[6]:

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[6] http://fortress.wa.gov/doh/wtn/WTNIBL

Project Information – Seed Award

Complete all questions in this section.
Keep all answers brief, using no more than the listed maximum word count per question.

1.) Provide a brief description of your project. How will your project promote sustainability and relate to waste reduction, composting, or recycling? Explain how your project will tie into the goals of the Waste Not Washington School Award Program. (Ecology may use this description in speeches, press releases, or publications for the Waste Not Washington School Awards.) [Maximum word count 400]

2.) What are the proposed project's objectives and how will they be achieved? [Maximum word count 300]

3.) Describe the strength and diversity of community involvement in the project. Please describe communities involved in terms of race/ethnicity, income level, and/or English language learners. This can include activities with partners or volunteers. [Maximum word count 300]

4.) What resources are available to make this project successful? These resources could include access and affordability of local waste haulers, school space dedicated to the program, paid staff, software platforms for curriculum and programs, partnerships, volunteers, student time, etc. [Maximum word count 200]

5.) What important resources are not available to you? How might the lack of these resources hinder the project's success? How do you plan to overcome these barriers? [Maximum word count 200]

6.) How will you involve students, faculty, and staff to achieve your goals? If applicable, how will community members contribute to the program's success? [Maximum word count 200]

7.) Will the program's results demonstrate outreach and inclusion to a population living in poverty with a WTN Environmental Health Disparity Index ranking? If so, please provide detailed information regarding the population and outreach materials to this population. [Maximum word count 200]

8.) Are you able to proceed with project implementation within 2 months of receiving the award? [Maximum word count 200]

9.) What outcomes do you expect to see through this program? [Maximum word count 200]

10.)   That measurable data do you anticipate to gather from the aforementioned outcomes? Explain your method for measurement and how these figures will express your project's success. [Maximum word count 200]

11.) Ecology's priority is to invest in projects that will continue past the initial implementation. How will you ensure the longevity and success of this project? [Maximum word count 200]

12.) If able, attach letters/ pledges of contribution and/or general support for the project from other organizations. [No word count limit]

Budget Information –Seed Award

Complete all questions in this section. See above for a list of eligible costs before answering this question

Budget

Total Project Budget:

Total Unfunded:

Outside Funding Sources

Do you have written agreements with outside funding sources?

Yes   No

Total Funding from Outside Sources:

Funding Gap

If part of the budget is unfunded, please explain how your school will fill the funding gap. [Maximum word count 200]

Financial Sustainability

What financial planning have you done to ensure the program can remain in operation from year to year? [Maximum word count 200]

Proposed Expenses

List all expenses you would like your Seed Award to cover and attach proof of estimates/quotes or list costs incurred and attach invoices.

Item	Cost
Total	

Add more rows if needed.

Planning

List each action necessary to complete your proposed project, the person responsible, and the estimated completion date

Action *List each action that must be taken to complete the project.*	Who is responsible *Title of person to complete the action, i.e., teacher*	Completion date *Estimated completion date*

Add more rows if needed.

Waste Not Washington School Award

2020 Sustainable School Program Award Application

Organization Information – Sustainable School Program Award

Complete all items in this section.

Project Title:

Give a two-sentence description of the project for which you seek an award:

Contact Information

School Name: Contact Person:

School District: Official Title:

Legislative District: Contact Phone:

Mailing Address: E-mail Address:

County: School Website:

Demographics

Number of students:

Number of staff and faculty

Percentage of students with free or reduced-price lunch:

School District Size:

Grade level:

WTN Environmental Health Disparity Index Ranking[7]:

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[7] http://fortress.wa.gov/doh/wtn/WTNIBL

Program Information – Sustainable School Program Award

Complete all questions in this section. Keep all answers brief, using no more than ten sentences per question.

1.) Provide a brief description of your program. How does your program promote sustainability and relate to waste reduction? Explain how your program ties into the goals of the Waste Not Washington School Award Program. (This description may be used in speeches, press releases, or publications for the Waste Not Washington School Awards.) [Maximum word count 400]

2.) What are the proposed project's objectives and how will they be achieved? [Maximum word count 300]

3.) Describe the strength and diversity of community involvement in the project. Please describe communities involved in terms of race/ethnicity, income level, and/or English language learners. This can include activities with partners or volunteers. [Maximum word count 300]

4.) What resources are available to make this project successful? These resources could include access and affordability of local waste haulers, school space dedicated to the program, paid staff, software platforms for curriculum and programs, partnerships, volunteers, student time, etc. [Maximum word count 200]

5.) What important resources are not available to you? How might the lack of these resources hinder the project's success? How do you plan to overcome these barriers? [Maximum word count 200]

6.) How did you involve students, faculty, and staff to achieve your goals? If applicable, how did community members contribute to the program's success? [Maximum word count 200]

7.) Do the program's results demonstrate outreach and inclusion to a population living in poverty with a WTN Environmental Health Disparity Index ranking? If so, please provide detailed information regarding the population and outreach materials to this population. [Maximum word count 200]

8.) What outcomes do you expect to see through this program? [Maximum word count 200]

9.) That measurable data do you anticipate to gather from the aforementioned outcomes? Explain your method for measurement and how these figures will express your program's success. [Maximum word count 200]

10.)   Ecology's priority is to invest in projects that will continue past the initial implementation. How will you ensure the longevity and success of this program? [Maximum word count 200]

11.)   If able, attach letters/ pledges of contribution and/or general support for the project from other organizations. [No word count limit]

Budget Information –Sustainable School Program Award

Complete all questions in this section. See above for a list of eligible costs before answering this question

Budget

Total Program Budget:

Total Unfunded:

Outside Funding Sources

Do you have written agreements with outside funding sources?

Yes   No

Total Funding from Outside Sources:

Funding Gap

If part of the budget is unfunded, please explain how your school will fill the funding gap. [Maximum word count 200]

Financial Sustainability

What financial planning have you done to ensure the program can remain in operation from year to year? [Maximum word count 200]

Program Expenses

List all expenses you would like your Sustainable School Award to cover and attach proof of estimates/quotes or list costs incurred and attach invoices.

Item	Cost
Total	

Add more rows if needed.

Waste Not Washington Sustainable School Award

2020 Creative Curriculum Application

Organization Information – Creative Curriculum Application

Complete all items in this section.

Program or Curriculum Title:

Give a two-sentence description of your program or curriculum:

Contact Information

School/Organization Name:	Contact Person:
School District Curriculum Intended for:	Official Title:
Legislative District:	Contact Phone:
Mailing Address:	E-mail Address:
County:	School Website:

Demographics

Number of students:

Number of staff and faculty:

Percentage of students with free or reduced-priced lunch:

School District Size:

Grade level:

[WTN Environmental Health Disparity Index Ranking](#)[8]:

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[8] http://fortress.wa.gov/doh/wtn/WTNIBL

Program Information – Creative Curriculum Award

Complete all questions in this section. Keep all answers brief, using no more than ten sentences per question.

1.) Provide a brief overview of your curriculum. How does your curriculum inspire waste reduction, composting, recycling, sustainable design, green chemistry, or circular economy in the students', staff's, or community's habits? (This description may be used in speeches, press releases, or publications for the Waste Not Washington Award ceremony.) [Maximum word count 400]

2.) Which student groups or grade levels will you reach with this curriculum? What teaching methods will you use to reach these students? [Maximum word count 300]

3.) Describe the strength and diversity of community involvement in the project. Please describe communities involved in terms of race/ethnicity, income level, and/or English language learners. This can include activities with partners or volunteers. [Maximum word count 300]

4.) How will your school carry out the curriculum in the coming year? Discuss the access to necessary resources such as education materials, paid staff, volunteers, student time, etc. [Maximum word count 300]

5.) Are you able to proceed with this project within 2 months of receiving the award? [Maximum word count 200]

6.) What roles will the students and faculty play in planning, preparing, and using this curriculum? [Maximum word count 200]

7.) How will the curriculum be integrated into the school's current mission? How do you predict the administration and community will recognize the value and cooperate with the goals of the curriculum? [Maximum word count 250]

8.) How does the curriculum meet the Washington State Essential Academic Learning Requirements (EALR)? For current EALR information refer to the Integrated Environmental and Sustainability K-12 Learning Standards. [Maximum word count 200]

9.) Will the program's results demonstrate outreach and inclusion to a population living in poverty with a WTN Environmental Health Disparity Index ranking? If so, please provide detailed information regarding the population and outreach materials to this population. [Maximum word count 200]

10.) What materials will you produce as a result of this curriculum, e.g.: static materials, videos, interactive materials, in person activities, etc.? Be as specific as possible. [Maximum word count 200]

11.) Explain what tools or knowledge the students and faculty will gain through this curriculum. How will this curriculum help students and faculty understand the environmental, social, and economic benefits of waste reduction. [Maximum word count 300]

12.) Briefly describe your vision for the future of this curriculum. What will it look like in the years to come? How might it evolve? What will your school do to keep this program going year after year? [Maximum word count 200]

Budget Information – Creative Curriculum Award

Complete all questions in this section. See above for a list of eligible costs before answering this question

Budget

Total Program Budget:

Total Unfunded:

Outside Funding Sources

Do you have written agreements with outside funding sources?

Yes   No

Total Funding from Outside Sources:

Funding Gap

If part of the budget is unfunded, please explain how your school will fill the funding gap. [Maximum word count 200]

Financial Sustainability

What financial planning have you done to ensure the program can remain in operation from year to year? [Maximum word count 200]

Proposed Expenses

List all expenses you would like your Seed Award to cover and attach proof of estimates/quotes or list costs incurred and attach invoices.

Item	Cost
Total	

Add more rows if needed.

Planning

List each action necessary to complete your proposed project, the person responsible, and the estimated completion date

Action *List each action that must be taken to complete the project.*	Who is responsible *Title of person to complete the action, i.e., teacher*	Completion date *Estimated completion date*

Add more rows if needed.