

Waste Not Washington School Awards

Important Information

Deadlines

All applications must be received by **5 p.m.** on the date listed to be considered for the corresponding award cycle:

- 2021- 2022: Friday, Dec. 17, 2021
- 2022- 2023: Friday Sept. 30, 2022

Ecology will not consider any applications submitted after the corresponding deadline.

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 16-17 of the guide. Please limit each application to four pages or less and use no less than an 11-point font.

Submission Instructions

Email completed applications as an attachment to Heather Church at heather.church@ecy.wa.gov by the deadline of the desired award cycle. Electronic submissions (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

- Durable materials to replace single-use items (lunch trays, silverware, cups for beverage dispensers, etc.)
- Bulk food/ beverage dispensers (milk, juice, water)
- Gloves and protective gear for program activities (waste audits, compost operations)
- Equipment for composting
- Printing, translation of educational materials
- Computer software for distance learning (video conferencing software, video editing software)
- On-site gardening supplies
- Equipment for recycling

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)

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:

Number of students with free or reduced lunch:

School District Size:

Grade level:

[Washington Tracking Network \(WTN\) Environmental Health Disparity Index Ranking¹:](http://fortress.wa.gov/doh/wtn/WTNIBL)

¹ <http://fortress.wa.gov/doh/wtn/WTNIBL>

11.) If able, attach letters/ pledges of contribution and/or general support for the project from other organizations.

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.

Financial Sustainability

What financial planning have you done to ensure the program can remain in operation from year to year?

Sustainable School Award Application

Organization Information – Sustainable School 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:

Number of students with free or reduced lunch:

School District Size:

Grade level:

[Washington Tracking Network \(WTN\) Environmental Health Disparity Index Ranking²:](#)

² <http://fortress.wa.gov/doh/wtn/WTNIBL>

- 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?
- 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?
- 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.
- 8.) What outcomes do you expect to see through this program?
- 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.

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?

11.) If able, attach letters/ pledges of contribution and/or general support for the project from other organizations.

Budget Information – Sustainable School 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.

Financial Sustainability

What financial planning have you done to ensure the program can remain in operation from year to year?

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.

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:

School District Curriculum Intended for:

Legislative District:

Mailing Address:

County:

Contact Person:

Official Title:

Contact Phone:

E-mail Address:

School Website:

Budget Information – Sustainable School 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.

Financial Sustainability

What financial planning have you done to ensure the program can remain in operation from year to year?

