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|  | **GOVERNOR’S AWARD FOR ENVIRONMENTAL EXCELLENCE NOMINATION FORM**  State Form 57196 (11-22)  INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT | Qr code  Description automatically generated**IDEM, Office of Program Support**  100 North Senate Avenue IGCN 1316  Indianapolis, IN 46204-2251  (800) 988-7901  [idem.IN.gov](https://on.in.gov/e6zuy)  [p2@idem.IN.gov](mailto:p2@idem.IN.gov?subject=Governor's%20Awards%20for%20Environmental%20Excellence%20Nomination) | |
| Date Received by IDEM: |  |

*INSTRUCTIONS:* *Refer to the Governor’s Award website at* [idem.IN.gov](https://on.IN.gov/e6zuy) *for nomination instructions, deadlines, and guidance. Submit this completed form, photos, and supporting* documents **by email at** [p2@idem.IN.gov](mailto:p2@idem.IN.gov?subject=Governor's%20Awards%20for%20Environmental%20Excellence%20Nomination)**, U.S. Mail, or hand delivery to the**[Office of Program Support](http://in.gov/idem/prevention/2362.htm)**.** *Once received, a confirmation email will be sent to the nominator.*

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| **Part 1**  ***Complete the information below.*** | | | | | | | | | | | | | | | | |
| **NOMINATOR** | | | | | | | | | | | | | | | | |
| Mr.  Mrs.  Ms.  Dr.  Other (Mayor, County Executive, etc.) | | | | | | | | | | | | | | | | |
| First name: |  | | Last Name: | | |  | | | Title: | | | |  | | | |
| Telephone: |  | | E-mail address: | | |  | | | Organization: | | | |  | | | |
| Is the project lead aware this project has been nominated?  Yes  No | | | | | | | | | | | | | | | | |
| **PROJECT LEAD** *(If Project Lead is the same person as the Nominator, simply fill in the Address, City, State, and Zip Code)* | | | | | | | | | | | | | | | | |
| Mr.  Mrs.  Ms.  Dr.  Other (Mayor, County Executive, etc.) | | | | | | | | | | | | | | | | |
| First name: |  | | Last Name: | | |  | | | Title: | | | |  | | | |
| Telephone: |  | | E-mail address: | | |  | | | Organization: | | | |  | | | |
| Address: |  | | | City: | |  | | | State: | | IN | | | Zip Code: | |  |
| **ELIGIBILITY** *(Refer to the* [*Governor’s Award website*](https://on.in.gov/e6zuy) *for additional guidance.)* | | | | | | | | | | | | | | | | |
| **Award Category** *(Choose only one.)* | | | | | | | | | | | | | | | | |
| Energy Efficiency/Renewable Resources - *reduced energy use or produced energy using zero- or very-low-emission technologies.*  Environmental Education/Outreach - *promoted environmental stewardship or enhanced environmental protection.*  Five-Years Continuous Improvement - *achieved environmental results through a comprehensive environmental management system.*  Greening the Government - *improved environmental performance within government operations.*  Land Use/Conservation – *preserved or improved land use.*  Pollution Prevention - *reduced pollutant from entering waste stream or environment prior to recycling, treatment, or disposal.*  Recycling & Reuse - *reduced the amount of waste sent for final disposal.* | | | | | | | | | | | | | | | | |
| **Project Location** *(Must be in Indiana.)* | | | | | City: | | |  | | County: | | | | |  | |
| **Project Timeframe** *(Implemented in past 2 years.)* | | | | | Project Start Date: | | |  | | Project End Date: | | | | |  | |
| **NOMINATED PROJECT/ORGANIZATION** | | | | | | | | | | | | | | | | |
| Project Title: |  | | | | | | | | | | | | | | | |
| Organization: |  | | | | | | Parent Company/Organization: | | | | |  | | | | |
| Type of Organization: | | Nonprofit  Industry  Business  Education  Individual  Government | | | | | | | | | | | | | | |
| **Brief Project Summary** *(Summarize the highlights and include specific descriptions of environmental, economic, and social benefits and overall merits of the project. Box below expands with typing.)* | | | | | | | | | | | | | | | | |
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| ***Part 2***  ***Judges consider the following criteria when evaluating nominations. Describe the project by addressing each criterion. Responses may be submitted on this form (boxes below expand with typing.) OR on a separate document no longer than 7 total pages. Refer to the*** [***Governor’s Award website***](https://on.in.gov/e6zuy) ***for additional guidance.*** |
| **Criteria 1: Project Description** - Provide a comprehensive description of the project. How does the project protect the environment or increase sustainable use of Indiana's natural resources? What motivated the organization to implement the project? |
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| **Criteria 2: Innovation, Environmental Stewardship, and Partnerships** - What makes the project innovative and/or sustainable? How have creative or unique partnerships been developed? How have the partnerships resulted in constructive solutions to environmental challenges? How has the project increased the organization’s capacity to advance environmental stewardship? Describe any new processes, equipment, or procedures developed specifically for this project. Discuss any operational, product, or maintenance improvements as a result of the project. |
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| **Criteria 3: Measurable Environmental, Economic, and Social Benefits** - Describe the significant environmental, economic, and social benefits achieved as a result of the project. Example metrics are available on the Governor’s Awards website. Presenting metrics using these examples will add credibility to the nomination. For long-term projects, metrics must focus on measurable benefits achieved in the past three years. To the extent that data is available, present metrics in absolute terms and include both a baseline value (with associated date) and an achieved value (with associated date). Providing a percent reduction is optional. However, including absolute data will make for a more competitive nomination. Example: *The project resulted in a reduction of total non-transportation energy use from 225,000 KWh in 2018 to 190,000 KWh in 2019, a reduction of more than 15%*. |
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| **Criteria 4: Superior Practices** - Describe how the project incorporated practices that achieved an environmental benefit beyond what could be achieved using standard techniques. If applicable, describe how the project achieved an environmental benefit by exceeding the applicant's regulatory requirements. Explain how the project, approach, and/or technology is superior to similar projects being implemented by others. |
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| **Criteria 5: Commitment and Leadership** - Describe how the project demonstrates the organization's commitment to sustainability and leadership to achieve and maintain innovative solutions to environmental and economic challenges. Describe written policies or management practices that demonstrate continued commitment and leadership in protecting the environment. Describe employee engagement, education, or training aspects of the program/project. Describe any technical assistance provided or received and its effect on the project. Is the project self-sustaining and ongoing? |
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| **Criteria 6: Transferability** - Indicate whether the project lends itself to replication by other organizations or individuals. Indicate whether any project activities or results are currently being shared with others. Explain how the project serves as a model for other successful projects. |
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| **Criteria 7: Funding -** Describe and provide a breakdown of the organization's financial commitment to the project beyond any grant or outside sources. Provide information about any creative financing techniques or examples of how additional funds were leveraged (i.e., grants, loans, donations, etc.). Discuss the cost and economic benefits of the program. |
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| **Criteria 8: Supporting Documentation** – Not counted toward the 7-page limit. It is strongly encouraged that you provide at least four photos via PowerPoint with descriptions of what is taking place in the photos. Include links, photos, illustrations, and/or an easily understandable schematic to assist reviewers in understanding the technical elements of the project. Provide other supporting information such as: an example of curriculum, presentation, pamphlets, energy logs, emission reports, forestry reports etc. As appropriate, provide links to additional photos, maps, diagrams, videos, press clips, letters, etc.to support the nomination. |
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| **Part 3**  ***IDEM reviews the organization’s last five years environmental history.***  ***Providing the information below assists in this process.*** | | | | | |
| **ORGANIZATION’S ENVIRONMENTAL BACKGROUND** | | | | | |
| Federal EIN Number: |  | | Previous Years Nominated: |  | |
| Former Names Used: |  | | Select if a current member:  *(Additional points are given during the review process.)* | Partners for Pollution Prevention  Env. Stewardship Program (ESP)  Clean Community Program | |
| **IDEM Permit Type** | | **Permit/ID Number or NA** | **Additional Information** | | **Date Issued** |
| Air: | |  | Type: | |  |
| Wastewater NPDES: | |  | IDEM Municipality | |  |
| Drinking water PWSID: | |  | Type: | |  |
| Storm water: | |  | Rule 5 Rule 6 MS4 | |  |
| Hazardous waste: | |  | Generator status: | |  |
| Any spills in the last five years? | | Yes No | Date of Spill(s): | |  |
| If yes, please describe the spill and corrective action taken: | | | | | |
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| **Part 4**  ***Information submitted with this nomination including any attachments become public record. IDEM reserves the right to inspect the nominated project. Acknowledge the following by checking “Yes”.*** | |
| ACKNOWLEDGEMENTS | |
| Nominator understands that, once submitted to IDEM, the information provided in the nomination is public and will be shared publicly. This includes but is not limited to IDEM staff, an external review committee, and published via website, presentations, and press release. Confidential information should not be submitted. | Yes |
| Nominator understands they could be requested to present on the project. | Yes |

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| **Part 5**  ***Ensure the nomination packet includes each of the following.*** | |
| NOMINATION SUBMITTAL | |
| This completed form, preferably as a Word document. | Yes |
| Four photos of the project with explanations, preferably in a PowerPoint. | Yes |
| Supplemental materials | Yes |
| **Submit one (1) copy of the nomination packet by email at** [***p2@idem.IN.gov***](mailto:p2@idem.IN.gov?subject=Governor's%20Awards%20for%20Environmental%20Excellence%20Nomination)**, U.S. Mail, or hand delivery to the**[Office of Program Support](http://in.gov/idem/prevention/2362.htm)**. Nominations must be received by IDEM no later than 5:00 PM EST on the first Monday of March. Once submitted, if the nominator does not receive confirmation of receipt, please contact the** [Office of Program Support](http://in.gov/idem/prevention/2362.htm)**.** | |

**\*\*Do not write below this line. IDEM COMPLETEs THE FOLLOWING.\*\***

***INSTRUCTIONS:*** *All Governor’s Award nominations are to be evaluated according to the criteria below. Any nomination that does not receive a positive check mark on all criteria will not be eligible for consideration for a Governor’s Award.*

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| PRE-SCREENING CRITERIA |  |
| Was the nomination received by IDEM by the deadline?  Yes  No | |
| Is the project located in Indiana?  Yes  No | |
| Was the project completed in the previous two (2) years prior to the nomination round?  Yes  No | |
| Is the project voluntary and not the result of mandates by regulations or enforcement decrees?  Yes  No | |
| Does the project meet the award category definition?  Yes  No | |
| Has the organization passed an internal compliance history check?  Yes  No | |