



EXCELLENCE IN SUSTAINABILITY AWARD PROGRAM

APPLICATION CHECK LIST

Please review the “**Tips for Applications**” section in the application brochure. This section provides suggestions for identifying potential projects and submitting successful award applications. Also included are detailed instructions for submitting a competitive application package.

- Only applications submitted in the required format will be considered.
- Please adhere to the maximum page length indicated for each section. A page is defined as an 8 1/2” x 11”, single-spaced, one-sided sheet.

Applicants must place their initials on each line to indicate that they have provided the following information:

____ **Application Cover Sheet/Application Checklist**

____ **Project Summary**
Maximum one-half (1/2) page

____ **General Project Description**
Maximum three (3) pages

____ **Innovation, Sustainability, and/or Partnership**
Maximum one (1) page

____ **Superior Practices**
Maximum one (1) page

____ **Commitment and Leadership in Pursuit of Environmental Achievement**
Maximum two (2) pages

____ **Transferability to Other Users**
Maximum one (1) page

____ **Funding Sources**
Maximum one-half (1/2) page

____ **Other Details**
Maximum one (1) page

____ **Supporting Information** (if applicable)
Photos, maps, diagrams, videos, press clips, letters, etc.