

# [SAMPLE APPLICATION]

## Green Schools Program Application 2018-2019

Reading. Writing. Rewarding.

### Introduction

The Green Schools Program's mission is to motivate individuals and communities to realize a world where nothing is wasted. We reward members like you for reducing waste and learning how to reduce waste—so together, we can all make the world a greener place. In 2007, we created the Green Schools Program to foster environmental learning in schools and to inspire the next generation of green leaders. If your school is selected as a Green Schools Finalist, members can then donate their points (250 points = \$1) to Green Schools projects during the donation period. At the end of the donation period, we convert those points to grant dollars and send a check to the school to help make their environmental project a reality!

The Green Schools Program will award environmental project grants of up to \$2,500 to 50 selected schools located within eligible communities.

### Instructions

To be considered for participation, an eligible school must complete and submit this program application, including all supplemental documentation, by Friday, November 30, 2018 at 11:59pm. Eligibility, participation, project criteria, and general guidelines governing the application process and the program are provided in the Green Schools Program Terms and Conditions, <https://www.recyclebank.com/green-schools-terms>.

### Important Dates

- Application Period Begins - September 24, 2018
- Applications Due - November 30, 2018
- Accepted Schools Are Notified - December 14, 2018
- Donation Period Begins - January 7, 2019
- Donation Period Ends - March 19, 2019
- Results Announced - March 22, 2019
- Checks Mailed - April 1, 2019

### Important Criteria

The Green Schools Program is currently available to schools (grades K-12) located within eligible communities. If you are unsure if your community is eligible, contact the Green Schools Program at [greenschools@recyclebank.com](mailto:greenschools@recyclebank.com).

Schools must be a registered tax-exempt educational organization under Section 501(c)(3) of the Internal Revenue code.

Before submitting an application on behalf of your school, first take a moment to review the Terms & Conditions governing your school's participation particularly: Eligibility, Program participation and Project criteria.

**Curbside Community:\***

Philadelphia, PA 19136

**SECTION 1 – SCHOOL CONTACT INFORMATION**

Name of school: \* Anytown Elementary School

501(c)(3) tax exempt ID number: \* 00-0000001

Include a scanned copy of the IRS form with application (you can upload this at the bottom of the application).

School Address 1: \* 123 Anytown School Rd

Address 2

City: \* Anytown

State: \* Any State

Zip Code: \* 00001

School main phone number: \* (000) 000-0000

School e-mail address: \* info@anytownschool.org

**Applicant Contact Information:**

*This person should be the primary contact for the school and the school's Green Project. If the school is selected as a Green Schools Finalist, this person will be responsible for communicating to teachers and stakeholders within the school and with Recyclebank representatives.*

Name: \* Shirley Green

E-mail: \* teachergreen@anytownschool.org

Phone number: \* (000) 000-0000

Contact information for school Principal or chief administrator:

Name: \* Susan Awesome

E-mail: \* principalawesome@anytownschool.org

Phone number:\* (000) 000-0000

## SECTION 2 – PAYMENT CONTACT INFORMATION

Contact information for Accountant or Financial Office contact within school:

*If the school is selected, the Green Schools grant check will be mailed to this person's attention.*

Name:\* Bobby Moneyman

E-mail:\* accounting@anytownschool.org

Phone number:\* (000) 000-0000

School/Agency Name that should be written on the grant check:\* Anytown School District  
(School Name, School District, or other school-related Organization)

9-digit federal tax ID number: 00-0000001

Mailing Address:\* P.O. Box 123

City:\* Anytown

State:\* Any State

Zip Code:\* 00001



I hereby confirm that 100% of the grant funds will go to the aforementioned school for the submitted Green Schools project.\*

## SECTION 3 — SCHOOL INFORMATION\*

School website:\* www.anytownelementary.org

School mascot:\* Bullfrog

School grade level range (Ex: K-5, 6-8, 9-12, etc.):\* K-5

Total number of students:\* 475

Estimated number of students who will participate in (or benefit from) this Green Schools Project:\*  
180

Geographic environment (check one)\*

Urban

- Suburban
- Rural
- Other: **Small Town**

Does your school have a student environmental club or group? \*

- Yes
- No

Does your school have a Parent/Teacher Association or Organization or a "Friends of" Group?\*

- Yes, Name of Organization: **Anytown Elementary School PTA**
- No

What is the best method to reach the parents and families of your students?\*

Check one.

- Printed flyers/handouts sent home with students
- Print Newsletters
- E-mail or E-newsletters
- Other

**Additional Information (optional):**

Is there anything else you would like us to know about your school?

The school district recently replaced all of the water fountains in our school due to water quality issues. Because water issues have greatly effected our town and our region, the school is making a concerted effort to teach our students about the importance of water quality and conservation.

**SECTION 4: GREEN PROJECT DESCRIPTION\***

Green Project Title:\*

In 20 words or less, please tell us the title of your Green Project.

*This title will appear on our website, should the school be selected as a Green Schools Finalist.*

**Anytown Elementary Water Conservation Curriculum**

**Green Project Goal\***

In 50 words or less, please tell us the primary goal or objective of your Green Project.

*This goal will appear on our website, should the school be selected as a Green Schools Finalist.*

Our project goal is to implement a four-week water conservation curriculum into all 2<sup>nd</sup>- and 3<sup>rd</sup>-grade classrooms, to teach students about local water issues, such as: water quality, water pollution, and water conservation.

**Green Project Description:\***

In 300 words or less, please provide a description of your proposed Green Project. What activity or project will students work on or create? What environmental issues or topics will students learn about through this project? How will this project benefit your students and school? How will you measure the success of this project?

This four-week curriculum will involve daily lesson plans and weekly interactive, experiential learning activities around water quality, water pollution, water conservation, and stormwater management. Each classroom will receive reusable water bottles for every student, a water-testing kit, and a rain barrel.

Students will participate in daily lessons on local and global water issues. Each week students will test water from the school's water fountains and will monitor the rain barrels. At the end of the curriculum students will present a report to Principal Awesome on: 1) how much water the school conserved by installing the rain barrels and 2) how many water bottles were saved by using reusable water bottles.

### Project category\*

Please indicate the category that best describes your Green Schools Project

- Garden and Compost
- Water and Aquaponics
- Recycling
- Waste and Litter Reduction
- Outdoor Classroom
- Other

### Project Scope and Timeline

Please choose the option(s) that best describes the scope and timeline of your Green Schools Project  
*Check all that apply*

- This grant will fund a one-time project, event, or activity (lasting one school year or less)
- This grant will fund a project that will continue over several school years (2-5 years)
- This grant will be combined with other funding opportunities to fund a larger project, event, or activity
- This grant will expand and build upon an existing project, event, or activity
- This grant will implement a new initiative in the school (i.e. recycling, water/hydration stations, etc.)
- Other: This is a pilot project. If it is successful, we will seek additional funding to implement the curriculum school-wide.

### Big Check Presentation Ceremony

Each spring, Recyclebank recognizes a few Green Schools Finalists by holding a "big check" ceremony at the school with representatives from Recyclebank, the Principal, and the students and teachers involved. If selected as a Green Schools Finalist, would your school be interested in hosting a "Big Check" Ceremony in spring of 2018?

Yes

No

#### SECTION 4 — PROJECT BUDGET

Amount of funding requested, in US Dollars. Maximum available under the Program is \$2,500:\*

\$2,460

#### Itemized Budget:\*

Please provide an itemized list of how you will spend this grant money. This list should include details of each item you will need to purchase and its estimated cost.

- Reusable water bottles (\$7 each) for 180 students: \$1,260
- Water testing kits (\$50 each) for 8 classrooms: \$400
- Rain barrels (\$100 each) for 8 classrooms: \$800
- Total budget: \$2,460

#### SECTION 5: SCHOOL PHOTO OR LOGO AND 501(c)(3) CERTIFICATE

File Attachments:\*

Please attach the following:

- 501(c)(3) certificate issued from the IRS. If you do not have a certificate, please attach a letter or other documentation from the IRS that verifies 501(c)(3) status. \*
- Photo of the school or School Logo\*

*This image will be shown on our website, should the school be selected as a Green Schools Finalist.*

Upload...

#### SECTION 6: TERMS AND CONDITIONS

By clicking on "I Agree" below, you acknowledge that a) you have read the Terms and Conditions <https://www.recyclebank.com/green-schools-terms> b) have the authority to bind the applicant school for purposes of the Green Schools Program, c) the information you have provided is true and accurate and d) you agree for the applicant school to be bound with the Terms and Conditions.

I agree\*

APPLICATIONS BECOME THE PROPERTY OF RECYCLEBANK UPON SUBMISSION. ALL APPLICATIONS WILL BE REVIEWED IN LIGHT OF THE CRITERIA PROVIDED IN THE GREEN SCHOOLS PROGRAM TERMS AND CONDITIONS TO DETERMINE ELIGIBILITY. APPLICANT SCHOOLS ARE NOT GUARANTEED PARTICIPATION IN THE PROGRAM EVEN UPON ALL APPLICATION REQUIREMENTS, PROJECT PLAN CRITERIA AND ELIGIBILITY REQUIREMENTS HAVING BEEN MET. RECYCLEBANK IS THE SPONSOR OF THE GREEN SCHOOLS PROGRAM AND RESERVES ALL RIGHTS IN ITS SOLE AND ABSOLUTE AUTHORITY AS SPONSOR IN THE APPLICATION REVIEW, PARTICIPANT DETERMINATIONS, AND PROGRAM ADMINISTRATION. ALL RECYCLEBANK DECISIONS ARE FINAL.

#### SECTION 7: APPLICATION SUBMISSION

*Please note: A copy of the submitted application will be sent to the applicant contact's e-mail address.*

Should you wish a copy of this application to be sent to other school contacts, please provide e-mail addresses in the box below:

[principalawesome@anytownschool.org](mailto:principalawesome@anytownschool.org)

[teachergreen@anytownschool.org](mailto:teachergreen@anytownschool.org)

**SUBMIT**