# 2025 Governor’s Environmental Excellence AwardsEnvironmental & Sustainability **Project** Application

This category is intended to recognize activities or processes implemented by a facility or organization within the past five years that are **directed at a single goal** to improve the environment beyond what is required by regulation. Examples include, but are not limited to, projects aimed at reducing waste generation, water consumption, or pollutant releases; increasing water reuse, green infrastructure, or use and access to clean energy; environmental education and outreach programs; and adapting to the impacts of a changing climate.

The Project application differs from the Program application in that it is meant to recognize a single project with a specific environmentally focused goal. The Program application focuses on recognizing programs that broadly address many aspects of environmental sustainability.

## Please read these instructions carefully:

* Complete the entire application thoroughly. Information provided will be used to process your application and review your efforts.
* In addition to this application form, you are allowed to submit supporting documentation. Additional information must be limited to 10 pages.
* Applications must be received by 5 p.m. on **Thursday, December 12, 2024**. Send the application and all supporting documents to [Meghann.Quinn@DEQ.Virginia.gov](file://deqfile1/deecommon%24/P2/Governors%20Envtl%20Excellence%20Awards/2021/Meghann.Quinn%40DEQ.Virginia.gov). You will receive an email within 1 business day confirming that your application has been received.
* Questions about the application or submission process should be directed to Meghann Quinn at 804-774-9076 or [Meghann.Quinn@DEQ.Virginia.gov](file://deqfile1/deecommon%24/P2/Governors%20Envtl%20Excellence%20Awards/2021/Meghann.Quinn%40DEQ.Virginia.gov).

| **How many additional documents will you be submitting in support of your application?** |
| --- |
|[ ]  0 |
|[ ]  1 |
|[ ]  2 |
|[ ]  3 |
|[ ]  Other |   |

# Section One: Applicant Information

This section collects general information on the applicant. Note that the facility/partnership name and name of the project will be used when referring to this application.

## Applicant Information

| **Facility/Partnership Name** |  |
| --- | --- |
| **Parent Company (If applicable)** |  |
| **Contact Name** |  |
| **Contact Title** |  |
| **Contact Phone Number** |  |
| **Contact Email Address** |  |
| If the person completing or submitting the application is different than the contact listed above, please provide information below.  |
| **Preparer Name** |  |
| **Preparer Title** |  |
| **Preparer Phone Number** |  |
| **Preparer Email Address** |  |

## Facility/Partnership Location

Provide the physical addresses of the facility/partnership or program location. If the program includes multiple locations, provide the address for each location.

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| **Physical Address(es):**StreetCity, State Zip |  |

## Partner Information

| **Please identify any project partners and describe their role in the project.** Partners include those that provide critical support to the project including planning, implementation, and/or financial support. |
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## Environmental Project Information

| **What is the name of the project?** |
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| **When did it start?** |
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| **Has the project been completed or in place long enough to have resulted in significant accomplishments?**[Note: Judges will only consider projects with results.] |
|[ ]  Yes |[ ]  No |

## Facility/Partnership Information

| **Provide a brief description of the primary function and activities of the facility/entity/partnership:** |
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| **Type of Organization** |
|[ ]  Manufacturing/Industrial |[ ]  Local Government |
|[ ]  Commercial Business |[ ]  State Government |
|[ ]  Partnership (Multiple Organizations) |[ ]  Federal Government |
|[ ]  Other (e.g., Nonprofit) |[ ]  College or University |
| **Number of employees at the organization:** |
|[ ]  <100 |[ ]  100-499 |[ ]  500-4,999 |[ ]  5,000+ |
| **If your facility/organization has won a previous Governor’s Environmental Excellence Award, please explain how this project differs from your previous application.** |
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| **Was this project implemented in order to satisfy a mandatory compliance requirement?** |
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|[ ]  Yes |[ ]  No |
| If yes, the project was implemented to satisfy a mandatory compliance requirement, did it go beyond the minimum requirements? |
|[ ]  Yes |[ ]  No |
| **Was this project a Supplemental EnvironmentalProject or other project required by any type of enforcement action****(e.g., consent order)?** |
|[ ]  Yes |[ ]  No |
| If yes, provide a brief explanation. |
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| **Did you use:** |
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|[ ]  Standard technology or processes |
|[ ]  Innovative technology or processes |
|[ ]  Not applicable |
| Please explain. |
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# Section Two: Environmental Project Description

Use the space below to give a high-level overview of the project which will provide context for the judges as they review this application.

| **Provide an executive summary of the project.** You will have an opportunity to provide additional detail later in the application. Please limit the response to 300 words or less. |
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| **Describe what inspired the project.** What led to the project? Was it spurred by stewardship, a business need, a combination, or something else? Please limit the response to 100 words or less.  |
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# Section Three: Implementation & Environmental Results

This section asks for details on how the project was designed and implemented as well as quantifiable results.

## Implementation Strategy [maximum of 20 points]:

| **Describe how the project was designed to reduce your environmental footprint.** How does the project make a significant contribution to improving the environment, address an environmental issue, and/or address health and safety concerns for workers or the community. Please include how this project rises above typical activities for your organizational sector. Note that following sections will ask for information on measurable results.  |
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| **Describe the education, training, and outreach components of the project.** Please explain and provide the total number of people educated, trained, or reached. Include efforts to reach a diverse group. For help answering this question, consider the questions below. The list below is not all inclusive and some items might not apply to your project.* What was done to promote awareness or voluntary participation?
* Was there any employee training or technology transfer?
* Were any job aids/checklists developed?

Please limit the response to 200 words or less. |
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## Environmental Results [maximum of 20 points]:

Projects are not expected to address all environmental areas below. However, quantifiable results are expected for applicable areas. Quantifiable results must be included for the area which the project was designed to address.

| **What is the time period for which you are reporting?** |
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### Water

| **Describe the environmental results that have been achieved related to WATER.*** Results must be quantifiable. Include the quantity and units.
* Examples include Chesapeake Bay restoration, stormwater, water conservation, water reuse, water quality, water supply, etc.
* Please include the actual change and the percent change for context.
* Enter “N/A” if none.
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### Air

| **Describe the environmental results that have been achieved related to AIR.*** Results must be quantifiable. Include the quantity and units.
* Examples include criteria pollutants, greenhouse gas emissions, particulates, toxics, etc.
* Please include the actual change and the percent change for context.
* Enter “N/A” if none.
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### Solid Waste

| **Describe the environmental results that have been achieved related to non-hazardous SOLID WASTE.*** Results must be quantifiable. Include the quantity and units.
* Examples include recycling, composting, reuse, food waste, raw material use reduction, waste reduction, etc.
* Please include the actual change and the percent change for context.
* Enter “N/A” if none.
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### Hazardous Waste

| **Describe the environmental results that have been achieved related to HAZARDOUS WASTE.*** Results must be quantifiable. Include the quantity and units.
* Examples include toxics use reduction, raw material use reduction, etc.
* Please include the actual change and the percent change for context.
* Enter “N/A” if none.
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### Material Use

| **Describe the environmental results that have been achieved related to MATERIAL USE.*** Results must be quantifiable. Include the quantity and units.
* Examples include greening of the supply chain, designing for the circular economy, raw material use reduction, transitioning to less or non-hazardous materials, etc.
* Please include the actual change and the percent change for context.
* Enter “N/A” if none.
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### Energy

| **Describe the environmental results that have been achieved related to ENERGY.*** Results must be quantifiable. Include the quantity and units.
* Examples include energy conservation, alternative fuels, renewable energy, etc.
* Please include the actual change and the percent change for context.
* Enter “N/A” if none.
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### Natural Resource Restoration

| **Describe the environmental results that have been achieved related to NATURAL RESOURCE RESTORATION.*** Results must be quantifiable. Include the quantity and units.
* Examples include brownfield reclamation and reinvestment, habitat restoration and protection, etc.
* Please include the actual change and the percent change for context.
* Enter “N/A” if none.
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### Reduction of Transportation Impacts

| **Describe the environmental results that have been achieved related to REDUCTION OF TRANSPORTATION IMPACTS.*** Results must be quantifiable. Include the quantity and units.
* Examples include alternative fuels, fuel efficient transportation, mass transit, promoting carpooling and teleworking, etc.
* Please include the actual change and the percent change for context.
* Enter “N/A” if none.
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### Resilience to Climate Change

| **Describe the environmental results that have been achieved related to RESILIENCE TO CLIMATE CHANGE.*** Results must be quantifiable. Include the quantity and units.
* Examples include adaptation, resilience, mitigation, green infrastructure solutions, managed retreat, sea level rise, etc.
* Please include the actual change and the percent change for context.
* Enter “N/A” if none.
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### Outreach and Education Activity:

| **Describe the environmental results that have been achieved related to OUTREACH AND EDUCATION ACTIVITIES.*** Results must be quantifiable. Include the quantity and units.
* Please include both the number of events/materials as well as the number of people reached for in-person events, virtual events, measured behavior change, developed & distributed printed materials, developed & distributed virtual materials, etc.
* Examples include social media engagement measures, participant survey results, participant pledges, training attendance, etc.
* Please include the actual change and the percent change for context.
* Enter “N/A” if none.
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# Section Four: Economic Results, Engagement, & Leadership

## Efficiency & Economic Benefits [maximum of 20 points]:

| **Describe the project’s efficiency and cost effectiveness, including any cost savings achieved by the project.** Include the implementation cost and savings information. For help answering this question, consider the questions below. The list below is not all inclusive and some items might not apply to this project.* What was the cost to implement the project (for example the cost of new equipment and training)?
* Was there a cost savings? If so, how much was saved (did reduction in water/energy/material lead to a cost savings)? If not, describe how the value of the project exceeds the costs.
* Was the return-on-investment calculated?
* Did the project save staff time, provide a safer working environment, or reduce environmental risk?
* Include other less tangible, economic benefits that can be attributed to the project.
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## Originality and Innovativeness [maximum of 20 points]:

| **Describe the original and innovative aspects of your project.** What makes this project different than the standard practice. |
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## Technical Value and Transferability [maximum of 20 points]:

| **Describe the technical value and transferability aspects of your project.** Identify the types of groups, facilities, and/or entities that might duplicate all or some of your efforts. |
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