

# PLT GreenSchools! Application for Certification

Note: This form is for informational purposes only so that school's can see all of the information required in the PLT GreenSchools! Certification Application. You must submit the certification form using our online application available at [www.greenschools.org](http://www.greenschools.org).

Congratulations! If you are ready to complete this reporting form, it means your school has taken meaningful action to make your school environment a greener and healthier place! We are eager to learn about your efforts and recognize them through our certification program.

This form should be approved by both the school principal and a student Green Team representative after your school has met the certification requirements (insert link). National PLT GreenSchools! staff will review your completed form and if all the criteria are met, you will be officially recognized as a Certified PLT GreenSchool! and will be emailed an award certificate. You may also be contacted for a featured story in national PLT's Branch e-newsletter or a profile of your school's accomplishments on the PLT GreenSchools! website.

In addition, if you have any supplemental information to share that cannot be included on this form, such as graphs or charts, pictures, newspaper articles, or letters of support from staff or partners, please email those to [information@plt.org](mailto:information@plt.org) and include your school name and GS Certification Form Accompanying Documents in the subject line.

\* Required

## School Contact Information

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1. **School \***

Please include the complete name of your school as you would like it to appear in any recognition and promotional materials.

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2. **Your Name \***

Please provide the full name of the person completing this application.

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3. **School Street Address \***

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4. **City \***

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5. **State \***

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6. **Zip Code \***

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**7. Phone Number \***

Please enter the best phone number to reach you in the event we have questions about your application.

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**8. Email Address \***

Please provide the best email address to reach you in the event we have questions about your application and to notify your school about the status of your certification.

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## Administration Approval

**9. Does your Principal approve applying to become a Certified PLT GreenSchool? \***

Your school Principal must approve this application to become a Certified PLT GreenSchool!  
*Mark only one oval.*

- Yes
- No     *Not Ready for Certification*

## Green Team Review and Approval

**10. Has a student Green Team representative reviewed and approved this application? \***

A student representative must approve this application to become a Certified PLT GreenSchool!  
*Mark only one oval.*

- Yes
- No     *Not Ready for Certification*

## Part I - Embedding Environmental Education

### Teacher Professional Development

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**11. Is your school currently registered on the PLT GreenSchool website? \***

A school must be registered on our website ([www.greenschools.org](http://www.greenschools.org)) to be eligible for certification. Registration is a simple, no cost process and allows us to know more about your school.  
*Mark only one oval.*

- Yes
- No     *Not Ready for Certification*

12. **Are two teachers trained in PLT? \***

Your school must have at least two teachers who are trained in PLT to be eligible for certification. Please provide the training dates below.

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*Example: December 15, 2012*

13. **Second Teacher trained in PLT. \***

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*Example: December 15, 2012*

14. **Is PLT Professional Development made available to all teachers? \***

All teachers must be offered the opportunity by school administration to participate in PLT's professional development to be eligible for certification. This can be as simple as encouraging attendance at a local workshop!

*Mark only one oval.*

Yes

No *Not Ready for Certification*

## Environmental Education Across the Curriculum

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15. **Do 10% of your classes/courses embed environmental education into the curriculum? \***

At least 10% of classes or courses must embed environmental education, including PLT.

*Mark only one oval.*

Yes

No *Not Ready for Certification*

16. **Do 10% of students have meaningful outdoor learning experiences each year? \***

At least 10% of the student body must have meaningful outdoor learning experiences to be eligible for certification.

*Mark only one oval.*

Yes

No *Not Ready for Certification*

17. **Which classes/courses teach about the environment? \***

Please list the grade level(s) and/or course(s), as well as the number of students participating, that benefit from environmental education and meaningful outdoor learning experiences.

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## Part II - Green Team and School Pledge

### School Pledge

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**18. Please enter your School Pledge below. \***

If your school adopted the PLT GreenSchools! Pledge, you may simply write in "PLT GS Pledge Adopted". A school must adopt a pledge to be eligible for certification.

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### PLT GreenSchools Team

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Please tell us about your PLT GreenSchools Team.

**19. How many students are on your team? \***

At least one student must be part of the Green Team.

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**20. How many teachers or staff are on your team? \***

At least 1 teacher or staff member must be part of the Green Team.

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**21. How many custodial or maintenance staff are on your team? \***

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**22. How many cafeteria staff are on your team? \***

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**23. How many parent volunteers are on your team? \***

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24. Please list any other community/school partners represented on your team. \*

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25. How many times per year does your Green Team meet? \*

The school Green Team must meet at least 6 times per year to be eligible for certification.

Mark only one oval.

Fewer than six times per year      *Not Ready for Certification*

Six or more times per year

26. Please select the areas where student Green Team Members play leadership roles. \*

Mark only one oval per row.

	Yes	No
Completing GS Investigations	<input type="radio"/>	<input type="radio"/>
Developing Action Plans	<input type="radio"/>	<input type="radio"/>
Implementing Action Plans	<input type="radio"/>	<input type="radio"/>
Organizing the school Green Team	<input type="radio"/>	<input type="radio"/>

### Part III - Investigations and Action

27. Have you completed investigations or audits in these five areas: energy, waste and recycling, water, school site, and environmental quality? \*

All five areas must be investigated/audited within the past two years to be eligible for certification.

Mark only one oval.

Yes

No      *Not Ready for Certification*

# Investigations/Audits Completed

28. Please indicate if the investigations/audits you used were from PLT GreenSchools! or another program. \*

Mark only one oval per row.

	PLT GreenSchools! Investigation	Other
Energy	<input type="radio"/>	<input type="radio"/>
Waste & Recycling	<input type="radio"/>	<input type="radio"/>
Water	<input type="radio"/>	<input type="radio"/>
School Site	<input type="radio"/>	<input type="radio"/>
Environmental Quality	<input type="radio"/>	<input type="radio"/>

29. If you checked "other" for any of the investigative areas above, please tell us the source of the investigation/audit you used.

Mark only one oval.

- Florida Green Schools
- Kansas Green Schools
- Kentucky Green and Healthy Schools
- Maryland Green Schools
- Oklahoma Green Schools
- Wisconsin Green and Healthy Schools
- EPA Energy Star Program
- Ecoschools (National Wildlife Federation)
- US Green Building Council/LEED
- Other

30. If you completed an investigation/audit in an area other than the five above, please provide the title and date of completion.

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## Action Planning and Impact Measures

### Energy

31. **Have you taken action in the past two years to improve energy use at your site? \***

*Mark only one oval.*

Yes      *Skip to question 32.*

No      *Skip to question 38.*

### Energy Conservation Actions

32. **Have you collected and analyzed your school's utility bills for a 12 month time period to establish baseline energy use? \***

*Mark only one oval.*

Yes

No

33. **Please select the actions you've taken to conserve energy at your school within the past two years. \***

(Check all that apply.)

*Check all that apply.*

- Adopted a school wide policy of energy conservation
- Implemented a school energy conservation awareness campaign
- Switched from traditional incandescent to compact fluorescent or other energy efficient light bulbs
- Used day-lighting when adequate outdoor light is available
- Turned off lights and electronic equipment during the weekends and vacations
- Cleaned lights and fixtures every 4 to 6 months to keep light output high
- Installed motion activated lights to reduce energy consumption in unoccupied spaces throughout the building
- Used power strips, or smart strips, to reduce phantom loads
- Purchased energy-efficient equipment, such as Energy Star products
- Turned HVAC systems off during weekends & holidays
- Kept HVAC vents free of obstructions
- Closed windows and doors when heating/cooling is on
- Reported uncomfortable temperatures for remediation
- Upgraded weather stripping, caulking, insulation, or door and window hardware
- Installed double pane windows for energy efficiency
- Installed renewable energy solutions - solar
- Installed renewable energy solutions - wind
- Installed renewable energy solutions - geo-thermal
- Installed renewable energy solutions - hydroelectric
- Installed renewable energy solutions - biomass
- Purchased electricity generated from the renewable sources above
- Centralized school activities to reduce energy consumption
- Consolidated or reduce refrigerators throughout the school
- Installed vending machine misers to save energy
- Eliminated any bird or animal nest or droppings near outdoor air intakes
- None of the above
- Other: .....



34. Please tell us about any other energy conservation practices you have implemented.

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## Energy Impact Measures

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35. Please indicate the decrease in energy usage achieved at your school as compared to your baseline data. \*

Compare baseline data from the month after completing your action plan to the same month the previous year to estimate your energy savings.

*Check all that apply.*

- 0 - 25% reduction in energy usage
- 26 - 50% reduction in energy usage
- 51 - 75% reduction in energy usage
- Over 75% reduction in energy usage
- Not sure

36. Please tell us how much your school is saving per month (in both kilowatts and dollars) as a result of your reduced energy usage.

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37. If your school is recognized as an EPA Energy Star School, please share the date first recognized.

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*Example: December 15, 2012*

## Waste & Recycling

38. **Have you taken action in the past two years to reduce waste and improve recycling at your site? \***

*Mark only one oval.*

- Yes      *Skip to question 39.*
- No      *Skip to question 46.*

## Waste & Recycling Actions

39. **Have you calculated the amount of solid waste your school generates in the past 12 months to establish a baseline? \***

*Mark only one oval.*

- Yes
- No

40. **Please select the actions you've taken to reduce waste generation at your school within the past two years. \***

*(Check all that apply.)*

*Check all that apply.*

- Adopted a school wide solid waste reduction and recycling policy
- Implemented school wide solid waste reduction/recycling awareness campaign
- Implemented school wide recycling program, including cardboard, mixed paper, bottles, and cans.
- Implemented a green purchasing policy
- Made storage and collection areas for recycling easily accessible.
- Set default on printers and copiers double sided printing
- Reused paper printed on one side only for note taking and art projects
- Composted cafeteria food waste
- Composted school site yard waste
- Discouraged use of plastic bottles
- Replaced disposable plates, glasses, cups, and utensils with reusable products
- Used bulk dispensers instead of packaged products (for ketchup, milk, etc) in the lunchroom/cafeteria
- Purchased school supplies with recycled content
- Purchased school furniture with recycled content
- Purchased rechargeable batteries
- Recycled or dispose of harmful waste items, such as fluorescent light bulbs and batteries properly
- None of the Above
- Other: .....

41. Please tell us about any other waste or recycling practices you have implemented. \*

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## Waste & Recycling Impact Measures

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42. Does your school meet or exceed all local requirements for recycling? \*

Mark only one oval.

- Yes
- No
- Unsure
- Not Applicable (we have no local recycling requirements)

43. Please indicate the reduction in solid waste generation at your school as compared to your baseline data. \*

Compare baseline data from the month after completing your action plan to the same month the previous year to estimate your waste reduction percentage.

Check all that apply.

- 0 - 25%
- 26 - 50%
- 51 - 75%
- Over 75%
- Not sure

44. Please indicate the increase in recycled materials at your school compared to your baseline data. \*

Compare baseline data from the month after completing your action plan to the same month the previous year to estimate your recycling increase percentage.

Check all that apply.

- 0 - 25%
- 26 - 50%
- 51 - 75%
- Over 75%
- Not sure

45. Please tell us how much your school is saving per month (in both pounds or tons diverted from the waste stream and disposal fees) as a result of your reduced waste generation.

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## Water

46. Have you taken action in the past two years to reduce water usage at your site? \*

*Mark only one oval.*

Yes

No      *Skip to question 53.*

## Water Conservation Actions

47. Have you collected and analyzed the school's water bills for a 12 month time period to establish a baseline? \*

*Mark only one oval.*

Yes

No

**48. Please select the actions you've taken to conserve water at your school within the past two years. \***

(Check all that apply.)

*Check all that apply.*

- Adopted a school wide water reduction policy
- Implemented a school wide water reduction program
- Implemented a school wide water reduction awareness campaign
- Maintained faucets (and showerheads, if applicable) to prevent leaks
- Installed motion sensor faucets
- Installed timed automated faucets
- Installed low flow toilets and/or urinals
- Operated dishwasher only when full
- Installed irrigation system that adjusts the watering time and/or uses drip irrigation
- Installed school landscaping that is water-efficient and regionally appropriate
- Placed mulch around plants and trees to retain moisture
- Watered gardens during the cooler parts of the day to minimize evaporation
- Cleaned school grounds and equipment using dry methods, such as sweeping
- Installed gutters and downspouts that are appropriately sized for the building
- Installed rain barrels to collect run-off water
- Planted rain gardens to control run-off water
- Planted a roof top garden
- None of the Above
- Other: .....

**49. Please tell us about any other water conservation practices you have implemented. \***

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## Water Conservation Impact Measures

50. **Please indicate the decrease in water usage your school has achieved as compared to your baseline data. \***

You can compare baseline data from the month after completing your action plan to the same month the previous year in order to estimate your energy savings.

*Check all that apply.*

- 0 - 25%
- 26 - 50%
- 50 - 75%
- Over 75%
- Not sure

51. **Please tell us how much your school is saving per month (in both gallons of water and dollars) as a result of your water conservation efforts.**

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52. **Please provide any information you have about reduced levels of water contaminants and/or increased water quality resulting from your water conservation actions.**

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## School Site

53. **Have you taken action in the past two years to improve your school site? \***

*Mark only one oval.*

- Yes
- No     *Skip to question 63.*

## School Site Improvement Actions

54. **Have you calculated the amount of pervious, impervious, and green areas; wildlife inhabitants; and tree health and coverage at your school site to establish a baseline? \***

*Mark only one oval.*

Yes

No

55. **Please select the actions you've taken to enhance your school site within the past two years. \***

*(Check all that apply.)*

*Check all that apply.*

- Created and use outdoor classrooms
- Planted native and regionally appropriate trees, shrubs, and perennials
- Used nontoxic grounds maintenance methods to reduce pesticide use
- Implemented an Integrated Pest Management Program
- Installed a school garden - Flower
- Installed a school garden - Herb
- Installed a school garden - Fruit
- Installed a school garden - Vegetable
- Installed a school garden - Butterfly
- Installed a school garden - Pollinator
- Installed a school garden - Wildlife
- Installed a school garden - Phenological
- Installed a school garden - Reflective
- Installed a school garden - Rain
- Installed a school garden - Raised bed
- Installed a school garden - Roof top
- Left grass clippings on green areas
- Set blades on lawn mowers to 2 to 3 inches high
- Composted cafeteria food waste
- Removed invasive species from school grounds
- Installed rain barrels to collect runoff water
- Installed a nature or fitness trail
- Replaced impervious surfaces with pervious surfaces
- None of the Above
- Other: .....

56. **Please tell us about any other actions you have completed to improve your school site. \***

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## School Site Impact Measures

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57. **Please indicate reductions in impervious areas by converting them to pervious areas. \***

*Mark only one oval.*

- 0 - 25% less impervious area
- 26 - 50% less impervious area
- 51 - 75% less impervious area
- Over 75% less impervious area
- Not Applicable

58. **Please indicate increases in green space at your school site. \***

*Check all that apply.*

- 0 - 25% more green space
- 26 - 50% more green space
- 51 - 75% more green space
- Over 75% more green space
- Not Applicable

59. **How many square feet of school gardens have you planted?**

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60. **By what percentage have you increased the amount of wildlife or signs of wildlife present at your school site?**

*Check all that apply.*

- 0 - 25% more wildlife
- 26 - 50% more wildlife
- 51 - 75% more wildlife
- Over 75% more wildlife
- Not Applicable



61. **By what percentage have you increased tree canopy coverage at your school site?**

*Check all that apply.*

- 0 - 25% more tree canopy
- 26 - 50% more tree canopy
- 51 - 75% more tree canopy
- Over 75% more tree canopy
- Not Applicable

62. **By what percentage has your school increased use of outdoor spaces for learning?**

*Check all that apply.*

- 0 - 25% more time learning outdoors
- 26 - 50% more time learning outdoors
- 51 - 75% more time learning outdoors
- Over 75% more time learning outdoors
- Not Applicable

## Environmental Quality

63. **Have you taken action in the past two years to improve the environmental quality at your school? \***

*Mark only one oval.*

- Yes
- No      *Skip to question 71.*

## Environmental Quality Actions

64. **Have you assessed the current transportation methods, indoor air quality, cleaning practices, and chemical safety at your school to establish baseline data? \***

*Mark only one oval.*

- Yes
- No

65. **Please select the actions you've taken to improve the environmental quality at your school within the past two years. \***

(Check all that apply.)

*Check all that apply.*

- Implemented a school wide Indoor Air Quality plan
- Adopted practices that mandate proper labeling, use, storage, and disposal of chemicals
- Removed mercury-containing devices from the school
- Applied pesticides only when students and personnel are not present on school grounds, if at all
- Painted indoor settings only when school is on break
- Installed ceiling tiles and flooring only when school is on break
- Made Material Safety Data Sheets available for all chemicals used in the school
- Disposed of hazardous chemicals as outlined by their Material Safety Data Sheets.
- Changed heating and air conditioning filters quarterly
- Used green cleaning products
- Trained maintenance staff in the use of "green" cleaning techniques
- Implemented a no idling zone
- Implemented a carpooling program
- Installed bike racks
- Tested ground level classrooms radon in the past 2 years
- Placed plants throughout the school.
- None of the Above
- Other: .....

66. **Please tell us about any other environmental quality improvements you have taken that are not captured above. \***

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## Environmental Quality Impact Measures

67. **By what percentage have you increased the number of students and staff using their own power (bicycling or walking) or carpooling to school? \***

*Check all that apply.*

- 0 - 25%
- 26 - 50%
- 51 - 75%
- Over 75%
- Not Applicable

68. **By what percentage have you reduced the number of rooms outside of the acceptable ranges for temperature, relative humidity, and/or CO2? \***

*Check all that apply.*

- 0 - 25%
- 26 - 50%
- 51 - 75%
- Over 75%
- Not Applicable

69. **By what percentage have you increased the number of rooms cleaned with green cleaning products? \***

*Check all that apply.*

- 0 - 25%
- 26 - 50%
- 51 - 75%
- Over 75%
- Not Applicable

70. **By what percentage have you reduced mercury-containing devices? \***

*Check all that apply.*

- 0 - 25%
- 26 - 50%
- 51 - 75%
- Over 75%
- Not Applicable

## Sharing & Celebration

71. **Please tell us at least 3 ways in which the results of your investigations and action plans have been shared in your community. \***

For example, information gathered from the investigations and action projects can be shared with school boards, PTAs, and other schools. Information can also be shared through newspaper articles, community events, school websites, and so forth.

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72. **Please tell us how your school annually celebrates its accomplishments as a PLT GreenSchool. \***

A school must celebrate its efforts to be a greener and healthier place annually and school-wide to be eligible for certification.

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73. **Please share with us any other successes, challenges, or other items of interest on your journey as a PLT GreenSchool.**

We want to hear your school's story! Please feel free to share any other pieces of information that you have not already done so through this application.

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## Just One More Step!

You are almost done with your GreenSchools Certification Application!

74. \*

*Check all that apply.*

The information contained in this application is complete and accurate to the best of my knowledge.