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**2016—2017 Academic Year**

**Rolling Deadline, last day is Friday, October 28, 2016 at 5pm**

Overview

The Baltimore Office of Sustainability, Baltimore Community Foundation, and Baltimore City Public Schools, with support from Constellation, an Exelon Company, are offering Green, Healthy, Smart Challenge grants to support environmental leadership by students at Baltimore City Public Schools.

All Baltimore City Public Schools may apply for up to **$1,000**. Schools that have successfully completed at least one Green, Healthy, Smart Challenge grant project in the past **AND** are actively working on applying for Maryland Green School status in 2016 may apply for up to **$1,500**. Schools that are currently certified as Maryland Green Schools may apply for up to **$2,500**. To learn more about the Maryland Green School Awards Program, see page 8.

In order to apply

1) Organize a Green Team of five students or more to plan and implement the project, with one Student Leader.

2) Identify a teacher, administrator, or volunteer at the school to be the Project Coordinator.

3) NEW for HIGH SCHOOLS: Identify a student lead to represent your school at central meetings, participate in trainings, meetings and/or phone calls (see page 7 for details).

4) Carefully read the Project Guidelines section on page 2 and come up with project ideas or you may choose from the menu of project options on page 3. **Please submit only ONE application per school**.

5) Complete the application on page 4-6, print it out, and have the Principal and Green Team members sign it.

6) Mail, scan and email, or fax your application to ***Andrea Calderón at Baltimore Office of Sustainability, 417 E. Fayette St., 8th floor, Baltimore, MD 21202;*** ***Andrea.Calderon@baltimorecity.gov******; or 410-244-7358 (fax)***. You may submit any time on or before 10/28/16. The sooner you apply, the sooner you may receive funding.

After you apply

1) Applications will be judged on how well they meet the goals of the program (see page 2 for details). This is a competitive grant, and awards are not guaranteed.

2) If your school has applied in previous years, all reporting materials must be up to date and previous funds spent

3) If your school is awarded a grant, we will issue a check directly to your school.

4) All projects must include an energy activity with the Baltimore Energy Challenge (see page 10 for details).

5) You must record your progress, including saving receipts, taking pictures, submitting a narrative report, and giving a presentation at our annual celebration in April or May 2017 (date to be announced).



City Schools are also encouraged to apply to the Baltimore Energy Challenge to be Energy Hub Schools in 2017! Energy Hubs get up to $1,000 for energy conservation projects and also get hands-on, in-depth lessons and
support from AmeriCorps volunteers. To apply, visit [www.baltimoreenergychallenge.org/schools](http://www.baltimoreenergychallenge.org/schools).

Project Guidelines

Sustainability means meeting the current environmental, social, and economic needs of our community without compromising the ability of future generations to meet those needs. The **goals of this grant program** are to:

* Provide students with the opportunity to become leaders in sustainability.
* Make Baltimore’s schools and neighborhoods cleaner, greener, and more environmentally friendly.
* Help schools certify with the Maryland Green School Awards Program (more information on page 8).

Be creative! Ask questions like, what are some of the things I’d like to improve at my school? If I could fix them, would they make my school a cleaner, greener, healthier place? Who might benefit from or participate in my project? How can this project create stronger ties with our families and communities?

Your grant project must fit into one or more of the following categories. You may use one or more of the examples provided or come up with your own ideas. *Please remember that projects must be student-led.*

**Water Conservation and Pollution Prevention**: Create and hang signage encouraging water conservation by school sinks and water fountains. Conduct water quality monitoring of local streams near schools. Conduct erosion-control projects such as planting rain gardens and trees.

**Energy Conservation**: Conduct energy audits of classrooms and hold a contest to see who can lower energy use the most. Build demonstration projects such as solar ovens and wind turbines. *You can get additional funds and support for energy conservation by becoming an Energy Hub School:* [*www.baltimoreenergychallenge.org/schools*](http://www.baltimoreenergychallenge.org/schools)*.*

**Solid Waste Reduction**: Monitor, track and/or manage school recycling. Create posters to remind each classroom what to recycle. Start recycling milk and juice cartons. Build, monitor, and maintain an outdoor compost bin or an indoor worm composting bin. Turn repurposed materials into art projects.

**Habitat Restoration**: Plant or tend a native butterfly or pollinator garden in schoolyard. Plant native trees or native bay grasses. Install and monitor bird, bat, or butterfly boxes. Construct oyster reef habitat balls.

**Structures for Environmental Learning**: Build and use an outdoor classroom. Grow food in gardens at school. Create environmentally-themed murals or other art. Build and use a nature trail around the schoolyard. Post interpretative signage about interesting environmental features in the schoolyard.

**Responsible Transportation**: Create a no-idling zone by posting signage and handing out fliers. Install bike racks and run a bike safety program. Do tire pressure/oil leak checks on faculty vehicles and inform vehicle owners of results (improper tire pressure leads to greater fuel consumption).

**Healthy School Environment**: Test and analyze the indoor air quality. Make and use non-toxic cleaning products for classrooms. Install no smoking signs in front of the school. Grow indoor plants to enhance air quality.

Want to get inspired? Visit <http://www.baltimoresustainability.org/projects/green-schools-initiative/> to see videos showcasing past projects. Have questions, need help? ***Contact Andrea Calderón at*** ***andrea.calderon@baltimorecity.gov*** ***or 667-224-0267.***

Optional Menu of Project Ideas

We encourage you to come up with your own project ideas and budget! However, you may also use this menu of pre-packaged ideas. If you wish to do so, please **check off one or two** of the boxes below, and describe the specifics of how you intend to implement the project(s) in the “project description” section on page 5 below. You will be expected to work within the budget amounts provided below. You do NOT have to fill out the budget on page 6 if choosing from this list. Be sure to check out “Additional Resources” on page 9 below for info on partners who can help with these projects.

While this menu offers suggestions and is intended to make it easier to get started, it should not take the place of brainstorming, creativity, and leadership amongst your Green Team members!

#### [ ]  Gardens $500-$1,000

Students develop and install a garden in their schoolyard or neighborhood. Budget: Tools $80; Soil $100; Wood and hardware for planter boxes and/or fence $175; Plants/seeds $100; Soil test $25; Community Greening Resource Network (CGRN) membership $20

#### [ ]  Recycling $600

Students launch a school-wide recycling campaign. Budget: Recycling bins $200; Posters and supplies $50 Recycling center visit $350.

#### [ ]  Murals and Mosaics $250-$500

Students develop a mural, sign-making or mosaic tile project to install in their schoolyard or neighborhood. Couple this with a community event to get more people involved. Budget: Art supplies $250; Community Event $250

#### [ ]  Neighborhood Clean-ups $150

Students organize neighborhood or stream clean-ups, and invite community members to join them. Budget: Bags $50; Gloves $25; Snacks $50; Posters $25

### [ ]  Rain Barrels $300

Students decorate and install rain barrels on the school’s downspouts. Budget: Barrels and fittings $300; Paint and brushes $50

#### [ ]  Outdoor Field Trips $450-$800

Students visit a free environmental education site, such as the Backriver Wastewater Treatment Plant or North Point State Park, and teach what they learn there to others in the school. Budget: Bus $400; Snacks $100

#### [ ]  Air Quality $300

Students launch a school-wide campaign to improve air quality and fight asthma by creating green cleaning products for use in classrooms, and designing and installing “no idling” and “no smoking” signs for the area in front the school. Budget: Ingredients for green cleaning products $200; Sign materials $100

#### [ ]  Maryland Zoo Lab $580

Students visit the Maryland Zoo and take part in a “Zoo Lab” about a local environmental issue, then teach what they’ve learned to others in the school. Budget: Bus $400; Zoo Lab $130 (for a class of 25); Snacks $50

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**2016—2017 Application**

**Please use the format provided below. Typed responses are preferred. If you hand write your application, please write neatly. Feel free to attach additional pages if necessary.**

School Information

School Name and Number:

School Address:

Principal’s Name:

Principal’s Email:

Principal’s Signature (required): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please provide a description of your school, including name(s) of the surrounding neighborhoods, grades served, community partnerships, and any past projects dealing with sustainability:

Student “Green Team” Information

A Green Team is a group of students working together to make their school a more environmentally friendly place. If your school does not have a Green Team, you must form one. Please include the names, grades, and signatures of at least five students that are going to lead the project. If your school is a high school, please list your Student Leader’s name first (more details about this are on page 7). The Student Leader will be responsible for participating in occasional surveys about student environmental concerns, and, if a high schooler, will also be invited to participate in calls and meetings with other students.

Names and Grades:

1.       (Student Leader, if in high school)

2.

3.

4.

5.

Signatures:

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Please provide a description of your Green Team, including which classes and/or grades the participating students are drawn from, when the group was formed, when it will meet, whether membership will stay the same or will change throughout the school year, and what other projects, if any, the team has worked on so far:

Project Coordinator Information

The Project Coordinator is the administrator, teacher, or volunteer who will be the point of contact for notification of funding, reporting requirements, and special events and opportunities related to the program.

Project Coordinator’s Name:

Project Coordinator’s Position at the School:

Project Coordinator’s Direct Phone Number:

Project Coordinator’s Email:

Project Description

Please answer all of the following questions. You must fill out this section, even if you are choosing from the menu of projects on page 3.

1. What will you call your school’s Sustainability Project? Be creative!
2. Describe your project (please answer all questions): What will your students do with the funds you are requesting? What is the timeline? How they will be involved as leaders through the project? How will the project increase sustainability? Will any partners be involved, and, if so, how? What are the anticipated outcomes from your project? How will the project impact the rest of the school and/or your community?
3. Which area(s) does your project address?

[ ]  Water Conservation/Water Pollution Prevention

[ ]  Energy Conservation

[ ]  Solid Waste Reduction

[ ]  Habitat Restoration

[ ]  Structures for Environmental Learning

[ ]  Responsible Transportation

[ ]  Healthy School Environment

1. Do you know yet how you want to work with the Baltimore Energy Challenge to incorporate energy conservation into your project (see page 9 for details on this requirement)? If so, please describe.
2. Please check this box if you would be interested in having a corporate volunteer group assist with your project. [ ]

Budget

Please complete the budget form below. Total budget request per project may not exceed $1,000 (or $1,500 for schools previously participating and working on Maryland Green School status, and $2,500 for Certified Maryland Green Schools). **Please list the quantity, type of items, and cost or approximate cost of all items.**

***You do not need to fill this out if you are choosing one or more projects from the menu on page 3.***

| **Category** | **Items**  | **Cost** |
| --- | --- | --- |
| **Implementation**(The tools you’ll need to carry out your project) |       | $      |
| **Promotion**(Informing other students or members of your community about the project. Examples include flyers, banners, t-shirts, bumper stickers, and bulletin boards) |       | $      |
| **Recording and Reporting**(Documenting your work by print, photo, video and/or other means) |       | $      |
| **Training and Research**(Materials or other information resources, including field trips fees)  |       | $      |
| **Transportation**(Getting to and from events or sites needed to carry out the project) |       | $      |
| **Other**(If you expect other expenses, please describe them here) |       | $      |
| **Total** |  | $ |

Reporting Requirements

Before submitting your application, please make sure you are aware of our requirements regarding reporting.

1. Your Green Team will need to complete a simple pre- and post-survey that we will provide to you.
2. You will need to submit a narrative report at the completion of your project, including an updated actual budget and receipts from all funds spent. A report template will be provided and will include topics such as final project description, pictures, testimonials from students and teachers involved in the project, the number of students who were reached by the project, and potential next steps.
3. You will need to create a presentation poster for GreenScape, to be held in April or May 2017. The poster will describe your project, and, ideally, students will attend and speak about their work.

High School Student Leader

All high schools that apply to the Green, Healthy, Smart Challenge must list a Student Leader for their school. The High School Student Leader concept was designed by our 2015-2016 high school interns to increase youth leadership and connect high school Green Teams to each other.

Student Leaders will have the opportunity to:

1. Participate in skill building activities in areas such as:
* Advocacy at the state and city level
* Developing local action projects
* Effective communication & public speaking
* Network building & the importance of relationships
* Organizing an environmental issue campaign
1. Meet with experts and decision makers:
	* Connect their team with their City Council representative on issues that are important to them
	* Connect their team with Maryland State Legislatures around this year’s legislation
	* Connect to experts in the sustainability field
2. Students are expected to:
	* Share new information and resources with their school’s green team
	* Attend 2-3 meetings in person or via conference call (likely video chat) with other Student Leaders
	* Communicate with BOS Environmental Youth Interns regarding advocacy efforts

Student Leader Meeting Dates (Food provided):

* November meeting: Wednesday, November 9, 2016 (Day *after* Election Day)
* January meeting: Wednesday, January 25, 2017
* April meeting: Wednesday, April 26, 2017

Major Events of the Year (Food provided) :

Youth Leadership Summit (March 2017), Greenscape (Apr 2017), MAEOE Youth Summit (June 2017)

Training Opportunities (Optional, food provided):

How a Bill Becomes a Law Training, How to Lobby Training, How to Develop and Work on Environmental Issue Campaigns. *Dates/Times: TBD*

Benefits: Access to trainings, student service learning hours, certificate of recognition for participating (helps build your resume), exposure to colleges and career options, free Student Leader t-shirt, and the opportunity to make a *real* difference in your community!

For any questions/concerns, please contact Andrea.Calderon@baltimorecity.gov or call 667-224-0267.

The Maryland Green School Awards Program

The Maryland Association for Environmental and Outdoor Education (MAEOE) is a nonprofit educational association that helps educators build a citizenry that understands and is responsibly engaged in advancing sustainability to address human needs and to conserve the Earth's natural resources. MAEOE launched the Maryland Green School Awards Program in 1999 to recognize schools that incorporate local environmental issue investigation and professional development with environmental best management practices and community stewardship. All Maryland K-12 schools, public and private, are eligible to become certified Green Schools.

To apply, a school must document activities in a number of categories over two years. Applications are non-competitive and are accepted each year in the spring. MAEOE recognizes newly awarded Maryland Green Schools in late spring, and holds an award ceremony in late May/early June. Schools must reapply every four years. As of 2016, 32 public schools in Baltimore City are Maryland Green Schools.

**Becoming a Green School is associated with significant increases in student test scores.** For a detailed review of the data on this, download the report at <http://maeoe.org/wp-content/uploads/2014/06/GSreport_bw.pdf>.

When you certify, your school will receive:

1. A Maryland Green School flag;
2. Statewide and local recognition;
3. 1:1 match on Tree-Mendous tree orders; and
4. Visibility as a model for other schools and for the local neighborhood.

Most importantly, pursuing Green School certification motivates your school community to achieve a big environmental goal! The momentum that starts with the certification process can transform a school community.

Certification as a Maryland Green School is not a required part of the Green, Healthy, Smart Challenge – it is very much encouraged! By forming a Green Team and completing a Sustainability Project, your school will begin to fulfill some of the key criteria for certification.

You can find examples of successful Baltimore City applications for Green School status here: [federalhillpreparatory.weebly.com](http://federalhillpreparatory.weebly.com/), [thecjrschoolgreen.weebly.com](http://thecjrschoolgreen.weebly.com/),

[pattersonparkgreen.weebly.com](http://pattersonparkgreen.weebly.com/) , [hiltongreenschool.weebly.com](file:///C%3A%5CUsers%5CAbby.Cocke%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.Outlook%5CNBJVS7CL%5Chiltongreenschool.weebly.com), [independenceschoolgreenteam.weebly.com](http://independenceschoolgreenteam.weebly.com/), [tjgreenschoolapplication.weebly.com](http://tjgreenschoolapplication.weebly.com/), [afsiva.weebly.com](file:///C%3A%5CUsers%5CAbby.Cocke%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.Outlook%5CNBJVS7CL%5Cafsiva.weebly.com), [mountwashingtonschool.weebly.com](http://mountwashingtonschool.weebly.com/), <http://hendersonhopkinsgreenschool.weebly.com/>, <http://lakelandgreenschool.weebly.com>

**If your school is interested in applying, the staff of the Baltimore Office of Sustainability would love to help**! Please contact Abby Cocke at Abby.Cocke@baltimorecity.gov or 410-396-1670 for assistance.



For more information on MAEOE and the Maryland Green School Awards Program:

**The Maryland Association for Environmental and Outdoor Education**

greenschools@maeoe.org

443-733-1220

[www.maeoe.org](http://www.maeoe.org)

Additional Resources

Interested in learning more about what’s happening to improve sustainability throughout City Schools? Visit the City Schools’ Sustainability page at [www.baltimorecityschools.org/sustainability](http://www.baltimorecityschools.org/sustainability) or [www.baltimorecityschools.org/internal\_sustainability](http://www.baltimorecityschools.org/internal_sustainability), or contact Joanna Pi-Sunyer, Green Schools Coordinator, at JPi-Sunyer@bcps.k12.md.us or 443-642-4542. You can also check out the **Resource Guide for Going Green in City Schools** ([www.baltimorecityschools.org/Page/26114](http://www.baltimorecityschools.org/Page/26114)), from the City Schools Office of Engagement! Topics covered include Sustainable & Healthy Food Systems, Sustainable Facilities, Schoolyard Greening, Family & Community Engagement, Learning to Work Green, Green Teaching, Student Environmental Leadership, and Local Funding Opportunities. Here are a few particularly useful contacts to have on hand:

*Help with recycling:*

**Baltimore Department of Public Works**

Natasha Neale, Recycling Program Associate

Natasha.Neale@baltimorecity.gov

410-396-4511

<http://publicworks.baltimorecity.gov/pw-recycling>

*Free trees and help with school tree plantings:*

**Tree Baltimore**

Charles Murphy, Operations Manager

Charles.Murphy@baltimorecity.gov

410-458-7888

<http://www.treebaltimore.org>

*Connect with experts in environmental health:*

**Maryland Environmental Health Network**

Allison Rich, Children’s Env. Health Specialist

allison@mdehn.org

<http://www.mdehn.org>

*Stormwater education, resources, and plant nursery:*

**Blue Water Baltimore**

Michel Anderson, Outreach & Education Coordinator

manderson@bluewaterbaltimore.org

410-254-1577 x109

<http://www.bluewaterbaltimore.org>

*Trained volunteers to help with garden projects:*

**Baltimore City Master Gardeners**

Erin Mellenthin, Master Gardener Coordinator

emelle@umd.edu

410-856-1850 x121

<http://extension.umd.edu/baltimore-city/urban-agriculture/master-gardeners>

*Info and resources on indoor air quality and asthma:*

**Asthma Friendly Schools Program**

Margaret Schnitzer, Program Manager margaret.schnitzer@baltimorecity.gov

410-396-3896

<http://health.baltimorecity.gov/node/454>

*“Zoo Lab” education programs:*

**Maryland Zoo in Baltimore**

Sharon Bowen, Education Manager

sharon.bowen@marylandzoo.org

443-552-5299

<http://www.marylandzoo.org/edzoocation/school-programs/zoolab-topics/>

*Small grants, plant give-aways, and education:*

**Parks and People Foundation**

Kelly MacBride-Gill, Community Greening Assistant

kelly.macbride-gill@parksandpeople.org

410-448-5663

<http://www.parksandpeople.org>

*Free visits, education, and internships:*

**Baltimore City Public Schools’ Great Kids Farm**

Beth Mathie, Farm Educator

bmathie@bcps.k12.md.us

410-744-1096 <http://www.baltimorecityschools.org/greatkidsfarm>

*Info on saving energy and money:*

**Baltimore Energy Challenge**

Becca Bakre, Associate Director

bbakre@baltimoreenergychallenge.org

443-869-2614

[baltimoreenergychallenge.org](http://baltimoreenergychallenge.org/)

Baltimore Energy Challenge Requirement

All schools receiving Green, Healthy, Smart Challenge grants must work with the Baltimore Energy Challenge (BEC) to include a component of energy conservation activities to their project. See below for types of activities available. This requirement does not apply to schools that receive a 2016-2017 BEC Energy Hub School grant (visit [www.baltimoreenergychallenge.org/schools](http://www.baltimoreenergychallenge.org/schools) to learn more).

