

## **2011 GreenGov Presidential Awards Frequently Asked Questions**

**Q: Who is eligible to apply for a GreenGov Award? Are Federal Contractors or Concessionaires Eligible for an Award? How about state and local government representatives?**

A: Only Federal civilian and military employees may apply or be nominated for an individual award. A nomination of a Federal project/program/team may acknowledge the support of contractors or other non-federal personnel such as state and local government representatives, but only Federal entities are eligible for an award.

For the Good Neighbor Award a letter of support from a non-Federal local or regional community partner is a required part of the nomination. Letters of support should be sent to [greengov@fedcenter.gov](mailto:greengov@fedcenter.gov), please include your application number in the subject line. The letter should be addressed to: Office of the Federal Environmental Executive, GreenGov Presidential Awards Panel.

**Q: Each nominee must ultimately be approved by the Agency Senior Sustainability Officer. How does that process work? May sub-agencies/components apply directly or should they go through their parent agency?**

A: Nominations will be accepted from any Federal civilian or military employee. At the close of the nomination period, nominations from each agency will be referred to the agency SSO for final agency approval prior to the judging process. Applicants should consult with their agency management to determine if any internal policies are in place for approval prior to initial submission.

**Q: Can I include supplemental materials with my nomination?**

A: The answers to the application questions should be self explanatory and should not require additional elaboration; however applicants may include hyperlinks to supplemental materials they feel enhance their applications. It will be at the discretion of the judges whether or not to consider supplemental materials.

**Q: What about projects still in the planning stage?**

A: In general, projects should be complete or well underway before being submitted for consideration. However, we encourage agencies to share projects under development in the [GreenGov Collaborative](#), an online community hosted by FedCenter.gov.

**Q: Who can serve as a reference?**

A: In general, references should be someone outside the team being nominated but who is familiar enough with the project/program/facility/individual to provide feedback on the success of the project.

References should have no direct financial stake in the project, and at least two of the references should be outside the nominees' direct management chain.

**Q: Can an eligible team include members across multiple offices/divisions? How about multi-agency teams?**

A: Yes, teams may be composed of members from multiple units within an agency, or members from multiple agencies. However, one agency must serve as the applicant "sponsor". In the case of multi-agency teams the sponsoring agency's SSO will have the responsibility of reviewing and approving the application, in consultation with the other SSOs as appropriate.