**Concessioner Project Information Sheet**

**Environmental Achievement Awards FY2023 Projects**

Commercial service providers (e.g., concession, leaseholder, commercial use authorization holders) must complete this Concessioner Project Information Sheet (project sheet) to be nominated for a Department of Interior Environmental Achievement Award (EAA). The project sheet should be submitted to your park point of contact (Concession Specialist) for review and submission to the NPS Commercial Services Program to be reviewed and submitted to the Chief Sustainability Officer for approval to be uploaded to the DOI EAA online nomination site (commercial service providers do not have direct access to this internal DOI site). Commercial service providers may submit as part of a Team that includes others such as the park and other partners.

More detailed instructions are available in the attached EAA Nomination Instructions FY23. Questions marked with an *\** are required.

# Verification of Eligibility

If the answer to any of the following questions is ***no***, the concessioner is ineligible to be nominated for an Environmental Achievement Award.

1. Was the concessioner’s last Annual Overall Rating higher than “marginal”?

[ ] Yes

[ ] No

1. Has the concessioner closed all environmental audit findings within designated due dates from an environmental audit conducted through the NPS Commercial Services environmental audit program?

[ ] Yes

[ ] No

1. Does the submitted project exceed contract requirements, including any elements of a better offer that may have been incorporated into the contract upon award?

[ ] Yes

[ ] No

# Project information

1. What award year are you submitting this nomination/application for?\*

[x]  2023

1. Nomination Title

Click or tap here to enter text.

1. Award Category\*

[ ] Environmental Justice

[ ] Environmental Remediation and Restoration

[ ]  Environmental Conservation Stewardship

[ ] Climate Champion

[ ] Greening the Fleet

[ ] Sustainable Innovation

1. Award Type\*

[ ] Team

[ ] Partnership

1. Primary Bureau of Nominated Individual, Team, or Partner\*

[x] National Park Service

1. Name of team or partnership\*

Click or tap here to enter text.

1. Project Location\*

Click or tap here to enter text.

1. Nomination Summary\*

Please provide a summary of this nomination and its achievements. Please note that this paragraph will be the main descriptive summary used in briefings to management, on websites, and in other media. Please keep your answer to one paragraph.

Click or tap here to enter text.

1. Nomination Description\*

Give a detailed description of the project. Answers can be at most 4,000 characters (about 750 words). *Note that any characters beyond 4,000 will be excluded from the response. Please make sure your response is at most 4,000 characters.*

Click or tap here to enter text.

1. Nomination Results and Achievements\*

Be sure to include why this nomination should be considered for an award in the chosen category. Please include environmental benefits, cost benefits, or other quantitative results. Answers can be at most 4,000 characters (about 750 words). *Note that any characters beyond 4,000 will be excluded from the response. Please make sure your response is at most 4,000 characters.*

Click or tap here to enter text.

1. Describe the potential to be replicated across the Department\*

The ability for a project to be replicated is one of the grading criteria for award nominations and is an essential measure of resilience and potential scalable impacts. Answers can be at most 4,000 characters (about 750 words). *Note that any characters beyond 4,000 will be excluded from the response. Please make sure your response is at most 4,000 characters.*

Click or tap here to enter text.

1. Does the nomination comply with the bureau or office award policy?\*

[ ] Yes

[ ] No

1. Are there compliance issues associated with this nomination?\*

Please review the facility's compliance information on the EPA’s Enforcement and Compliance History Online (ECHO) website at https://echo.epa.gov and confirm that all NPS Commercial Services environmental audit findings are closed within appropriate timeframes.

[ ] No

[ ] Yes (please explain in question 14)

1. Explanation for Environmental Regulatory Compliance Status and Enforcement History

Click or tap here to enter text.

1. Supporting Information

Please attach pictures, reports, files, or other supporting documentation that can be uploaded by the park concessions specialist when the nomination is submitted on your behalf to the DOI’s EAA Nomination Website. Note that the file number limit is five, and the single file size limit is 1GB. Word, Excel, PPT, PDF, Image, Video, and Audio are allowed. *Supporting documentation that does not meet these requirements will be excluded from the response.*

# Award Recipient Information

If selected, winning nominations will receive one award plaque and a letter of recognition. Additional plaques can be ordered. Please provide the award recipient's contact information. This information will be used to distribute plaques and letters of recognition. If this is a team or partnership, you can provide contact information for those team members or partners that should be acknowledged on the award letter. Team member/partner information can be provided as requested in the next section.

Please provide the primary award recipient information below. Required information is:

* Award Recipient Name (please include a salutation)\*
* Award Recipient Title\*
* Award Recipient Address, City, State, and Zip Code\*
* Award Recipient Email:\*

Click or tap here to enter text.

# Team Members or Partners

Please list below all team member/partner information. Required information is:

* Team/Partner Member Name (please include a salutation)\*
* Team/Partner Member Title\*
* Team/Partner Member Agency/Bureau/Affiliation\*
* Team/Partner Member Email\*

Click or tap here to enter text.