**2024-2025 Maryland Green Centers**

**Application Instructions and Cover Sheet**

New centers applying for the first time should include information and documentation for actions that have occurred in the last two (2) years from September 2023 to March 2025. Centers that are renewing their award (application number two and beyond) may include information and documentation for actions that have occurred in the last four (4) years from September 2021 to March 2025. A maximum of two future actions/events (e.g., Earth Day Celebration in April following submission) are permitted and require a letter or note from a center administrator.

Please refer to the Maryland Green Center Application Guide and MAEOE website for information about Maryland Green Centers, [guidelines for getting started](https://www.maeoe.org/what-we-do/maryland-green-schools-program/green-centers/green-centers-application-process/), and the [Maryland Green Schools program](https://www.maeoe.org/what-we-do/maryland-green-schools-program/).

Send electronic applications to applications@maeoe.org. All components of the application should be attached to the same email, if possible, so information does not get lost or overlooked. The application deadline is **March 3, 2025**.

\*\*Please Note: The Application Cover Sheet (included below) should be a separate attachment/file from the main application.

Maryland Green Schools Youth Summit

**May 29, 2025**

Registration will be announced

on the MAEOE website in spring!

**Maryland Green** **Center Application 2024 - 2025 Cover Sheet**

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|  **Application #:** \_\_\_\_\_\_\_\_\_\_\_1st (NEW); 2nd and 3rd (Renewing); 4th (Sustainable); 5th (Sustainable Bronze); 6th (Sustainable Silver); 7th (Sustainable Gold); 8th & beyond (Sustainable Evergreen) **Format of Application:** PowerPoint \_\_\_\_\_\_\_ Google Slides \_\_\_\_\_\_\_ Website \_\_\_\_\_\_\_ **Website URL** *(if applicable)***:** \_\_\_\_\_\_ **Other:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Center Name:**  |
| **Center Address:**  |
| **County/District: School System:** |
| **# of Staff:** **# of Students who came to Center:** **Part of School System (Y/N):** |
| **Name of Contact Person:**  | **Email:**  |
| **Center Phone:**  | **Cell/Home Phone:**  |
| **Name of Director:**  | **\*Fax:**  |
| **Director’s Email:**  | **Center Website:**  |

**I have reviewed the information in this application and certify that to the best of my knowledge it is accurate**: \_\_\_Yes \_\_\_No

**MAEOE has permission to use our photographs for promotional purposes. We understand that MAEOE will not identify any individual student**: \_\_\_Yes \_\_\_No

**Director’s signature Date**

A Committee must be involved in the learning and actions undertaken for the Maryland Green Center Award. The committee should include, but is not limited to, staff and a community partner. (*To add additional lines to the table in WORD, position the cursor in the last cell on the bottom right and click the Tab Key.)*

|  |  |  |
| --- | --- | --- |
| POSITION | NAME | Email |
| \*Student |  | XXXXXXXXXXXXXXXXXXX |
| Staff |  |  |
| Staff |  |  |
| Community Partner |  |  |
| \*Volunteer |  |  |
| \*Board Member |  |  |
|  |  |  |
|  |  |  |
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***All sections of the cover sheet are required unless denoted by an asterisk (\*).***