**

APPLICATION:

Innovative Partnership Certificate

*U.S. EPA has partnered with the Center for Climate and Energy Solutions (C2ES) and The Climate Registry to incentivize, recognize, and highlight actions that go beyond business as usual in the management and reduction of GHG emissions both in internal operations and throughout the supply chain.*

Innovative Partnership Certificate

The certificate for innovative partnerships recognizes organizations working collaboratively on leading edge climate initiatives that are above and beyond business as usual. Partnerships that are candidates for recognition should be comprised primarily of stakeholder institutions from government, academia and/or the private sector that have collectively established objectives to measurably address greenhouse gas reduction goals and/or adaptation and resilience activities.

DEADLINE to submit application is **September 26, 2016**

|  |
| --- |
| **Instructions & Guidance**: Please answer all questions and note that fields will expand to the designated maximum character limit. Once the form is completed, save it to your computer and submit a copy with your supporting materials to [applications@ClimateLeadershipAwards.org](mailto:applications@ClimateLeadershipAwards.org) by COB on **September 26, 2016**.         **Supporting Documentation**: please ensure that the required supporting materials are included with application submission – see Section 5 for a checklist.         **Eligibility Requirements:** for a detailed list of applicant requirements, please refer to the appendix of this application or [EPA’s Innovative Partnerships criteria page](https://www.epa.gov/climateleadership/climate-leadership-awards-certificate-innovative-partnerships).         For further details on the Climate Leadership Awards program, standard criteria, application, and review process, go to [EPA’s Frequent Questions page](https://www.epa.gov/climateleadership/climate-leadership-awards-frequent-questions).         Please direct any questions to U.S. EPA and its partners at [questions@climateleadershipawards.org](mailto:questions@climateleadershipawards.org). |

Section 1: Contact Information

**Primary Contact:**

Name       Title

Organization

Phone       Email

**Secondary Contact:**

Name       Title

Phone       Email

**Public Relations Contact:**

Name       Title

Organization

Phone       Email

Section 2: Applicant Information

1. Partnership Name

1. Please identify all public and private sector institutions that are primary stakeholders to this partnership:

|  |  |
| --- | --- |
| 1.  2.  3.  4.  5. | 6.  7.  8.  9.  10. |

1. Is the partnership incorporated as a stand-alone entity?

Yes

No

If yes, please answer the following:

* 1. Provide a list of its individual officers or directors (including name, title, and organization)

* 1. What is the partnership’s web site (if applicable)?

* 1. How is the partnership incorporated (e.g., 501(c)(3), LLC)?

* 1. Address of partnership entity headquarters:

1. Please describe the nature of the legal agreement that binds the primary stakeholders to the partnership.

1. When was the partnership formally established?

1. Please describe where the partnership’s primary operations and activities take place:

Section 3: Partnership Overview

1. Please describe the purpose of the partnership, how the partners determined the need for the collaboration, and how that collaboration has addressed the identified need. Include the key actions taken in response to climate change, and highlight the leadership and innovation inherent to the partnership that demonstrates why the partnership should be presented with this certificate. *Max character count: 2,000*

1. Does the partnership have a GHG reduction goal?

Yes

No

* 1. If yes, what is the goal?

     % by       /     /      from       base year.

* 1. Identify below the type of GHG reduction goal:

Absolute goal

Intensity goal

If based on intensity, what is the unit of measurement (e.g., per widget, square foot) and how is that calculated?

If based on intensity, did the goal result in an absolute reduction of GHG emissions? If so, please describe:

* 1. If the organization has a GHG reduction goal with an achievement year of 2015 or later, the organization must report both location-based and market-based scope 2 emissions for both the base year and the achievement year, and must select one of these methods to track progress toward goal achievement. Please indicate below which method is used. The organization should also indicate this in its public communication of the goal.

Location-based method

Market-based method

* 1. Are the primary stakeholders to the partnership required to establish their own goals in addition to the joint reduction?

Yes

No

* + 1. If yes, please describe:

* 1. Please provide a link to the partnership’s publicly declared goal.

* 1. Has a third-party verification been conducted of relevant emissions in the above-referenced goal?

Yes

No

* + 1. If yes, please describe:

1. Does the partnership have a climate adaptation plan (or alternatively, a climate action plan that includes adaptation and resilience action items)?

Yes

No

If yes, please answer the following questions:

* 1. Please provide a link to a public version of the plan:

* 1. Please describe up to five (5) key action items under this plan:
  2. Was a vulnerability assessment conducted prior to adoption of plan?

Yes

No

* + 1. If yes, please describe how the assessment was conducted, its key findings and how it served to inform the plan:

1. Does the partnership have a goal to establish a large-scale renewable energy program/project?

Yes

No

* 1. If yes, please describe the nature of those programs/projects and how they are driving action that is beyond business as usual, and what metrics will be used to quantify impact:

1. Does the partnership have a goal to establish a large-scale energy efficiency program/project?

Yes

No

* 1. If yes, please describe the nature of those programs/projects, how they are driving action that is beyond business as usual, and what metrics will be used to quantify impact:

* 1. Please describe how a baseline was obtained to inform the energy efficiency program’s goals:

Section 4: Innovative Partnership Activities

1. Please provide an overall description of the partnership, how it is structured and governed, and the roles/responsibilities of primary organizations. *Max character count: 4,000*

Provide information on:

* 1. Governance of the program/project, stakeholder expectations, and performance verification.
  2. Budget (and financial role of each participant), implementation, and staffing of program/project.

**2.** Please describe how the partnership has demonstrated leadership in inducing change, noting a particular emphasis on the following criteria. *Max character count: 4,000*

1. The development of the program/project baseline and the subsequent results achieved as a result of the partnership.
2. Thought leadership in the form of innovation, publication, operational change, driving community participation/action, etc.

**3.** Describe the strategies incorporated into the partnership plan that will support or ensure the long-term sustained impact of the program/project or its accomplishments. *Max character count: 2,000*

**4.** Please describe how the partnership engages and communicates with external stakeholders including other organizations and the general public (organizations not considered to be amongst the primary stakeholder group), noting a particular emphasis on the following evaluation criteria. *Max character count: 3,000*

1. Please consider in your response the ability to convene stakeholders to aggregate resources and capabilities, influence behavior change amongst the stakeholder organizations and in their communities, establish standards and engage in public education and training.

Section 5: Supporting Materials

Please make sure that the following required materials are included in your submission, and provide us with any additional significant context for your efforts below/attached. Please do not attach full CSR or generic reports as supporting materials, though relevant sections of reports are acceptable. Files may be emailed to [applications@ClimateLeadershipAwards.org](mailto:applications@ClimateLeadershipAwards.org) along with your application.

***Text box is limited to 4,000 characters***.

Examples for inclusion:

* Base Year Emissions Inventory **\*(if a GHG Reduction Goal has been referenced in Section 3)** – please provide a description of how the partnership accounted for all GHG emissions for any scopes identified in the GHG reduction goal across the entire partnership. If the organization has a GHG reduction goal with an achievement year of 2015 or later, the organization must report both location-based and market-based scope 2 emissions for both the base year and the achievement year.
* Third-Party Verification Statements **\*(if a GHG Reduction Goal has been referenced in Section 3)** – please provide any documentation including details about reporting standards, verification standards and scopes of review, inventory totals, base year adjustments, and materiality thresholds for the partnership as a whole.
* Vulnerability Assessment **\*(if an Adaptation Plan has been referenced in Section 3)** – please provide a list of critical climate change or extreme event related vulnerabilities for the partnership as a whole.
* Energy Audit **\*(if an energy-efficiency or renewables focused program or goal has been referenced in Section 3)** – please provide a description as to the findings of this baseline audit for the partnership as a whole.
* Additional best practices or supporting materials.
* Public attention garnered for the partnership’s activities:

\* If the partnership relied upon its individual members to conduct their own inventories, verifications, assessments or audits, please describe how these activities were reported and accounted for by the partnership.

Additionally, if individual members of the partnership have their own inventories, verifications, assessments or audits, documentation of these activities may be included for consideration.

Appendix: Eligibility Requirements

**Applicants for the Innovative Partnership Certificate must meet the following eligibility requirements:**

Recognition will be open to partnerships comprised of two or more primary stakeholders from government entities, academic institutions and/or the private sector. While this award category has been established to highlight public/private and public/public partnerships, partnerships exclusively comprised of private sector stakeholders may be considered if the nature of the activity is deemed to be outside the normal scope of business and is sufficient in magnitude of GHG emissions reduction and/or adaptation implementation to merit recognition.

**In order to qualify for recognition, applicants must adhere to the following:**

* The partnership must be:
  + Currently active;
  + Based upon or supported by a legal agreement/arrangement that addresses governance, roles, funding, etc.; and,
  + Publicly described as being driven and/or motivated by an imperative to take climate action.
* Partnership activities must be located in the United States, though the primary stakeholders are not necessarily required to be headquartered in the United States.
* Partnerships must also have:
  + Conducted an assessment of all attributes related to the primary objectives of the partnership (e.g., vulnerability assessment, GHG inventory, energy consumption) in order to establish a baseline;
  + Achieved significant, verifiable results in reducing emissions and/or implementing adaptation and resilience to protect a specific population; and
  + Significant leadership activities and partnership accomplishments must have taken place between January 1, 2014 and September 26, 2016.
* Primary stakeholders to the partnership will need to pass an EPA compliance screen in order for the partnership to be selected.

**What is not eligible?**

* Partnerships undertaking an action that falls within the normal scope of business activity/mission of any organization are not eligible.
* Arrangements between organizations that are based on procurement of services are not eligible (e.g., a government entity contracting an engineering consultant to do adaptation planning work).
* Activities and achievements that have been previously recognized specifically for climate action by the U.S. EPA and its partners are not eligible.