



NOMINATION REQUIREMENTS

GENERAL REQUIREMENTS OF NOMINATION

Nominees can be individuals, groups or organizations.

Nominations can be submitted by nominee or other interested party.

If a building is used to support the nomination, it can be LEED certified or registered, or sustainable without seeking certification. Sustainability should be discussed relative to LEED or another standardized rating system or certification method.

If a building is used to support the nomination, it can be completed, on the boards or under construction.

If a building is used to substantiate the nomination, a LEED scorecard and points are not required, but may be used to illustrate the nomination.

Nominees are not required to be members of USGBC or USGBC-St Louis Regional Chapter (USGBC-STL).

Nominees must have a clear connection to St. Louis, either through offices or residence within the USGBC-STL territory or through location of the individuals or organization within the territory. USGBC-STL's territory can be viewed at www.usgbc-stl.org.

All applicants will be required to complete the nomination form and submit it to the committee electronically along with a **maximum of three (3) pages**, double spaced reason for the nomination, criteria used to support it, and history of the nomination and any additional supporting documentation. Supporting documentation must be combined with the nomination form and the three page write up into a **single PDF with a maximum size of 3MB**. **Submittals sent in an incorrect format or over the size limit will be disqualified**. Photos or other graphic materials, if available, to illustrate the nomination, letters of support for the nomination, articles and LEED Checklists are encouraged, but not required as supporting documentation. See www.usgbc-stl.org for a nomination example from a 2009 award winner.

Submissions must be sent electronically. **Deliver nominations to GrowingGreenAwards@gmail.com**.

Nominators are responsible for ascertaining that their electronic communications were received in a timely fashion. Applications can be submitted earlier than the deadline.

Entrants may nominate more than one individual or organization in a category. Nominees will be contacted for approval if not self-nominated.

Nomination deadlines are absolute. All materials must be submitted electronically by **February 23, 2010 at 4:00 P.M. CST**.

Awards will be given at the sole discretion of the judges. Nominations in a category do not automatically mean that the award will be given in that category. Outstanding multiple nominations within any category may trigger subcategories of awards within a given year.

There is no cost for nominating an individual, group or organization.

For questions, contact the Chapter at 314-577-0854 or GrowingGreenAwards@gmail.com.



**ST. LOUIS
REGIONAL
CHAPTER**