

Efficient and Healthy Schools Program 2024-2025 Recognition

1. OVERVIEW

The Efficient and Healthy Schools recognition program serves to showcase national leadership in energy efficiency and health in schools and districts across the country. This is a U.S. Department of Energy program that is supported by Lawrence Berkeley National Laboratory (Berkeley Lab) and New Buildings Institute (NBI). Our organizing partners are the U.S. Department of Education and the U.S. Environmental Protection Agency.

In 2024-2025, the Efficient and Healthy Schools Program will recognize emerging and exemplary solutions and efforts by K-12 schools in four categories:



Data Detective. *Honoring schools and districts that demonstrate best practices to assess, benchmark, and utilize building data to prioritize school improvements.*



Retrofit Revolutionary. *Honoring schools and districts that showcase exemplary retrofit projects to improve energy efficiency and resilience, and promote a healthy learning environment.*



Performance Pro. *Honoring schools and districts that strive for continuous improvement through operations and maintenance (O&M) activities, performance evaluation, and retro-commissioning (RCx).*



Solutions Strategist. *Honoring schools and districts that develop plans and make committed goals to advance district initiatives that achieve sustained and long-term improvements of their school buildings.*

-- [Check out last year's winners for examples of projects in each category](#) --

This application explains submittal requirements for the 2024-2025 recognition program. Title I schoolwide program schools, rural schools, and schools in disadvantaged communities are especially encouraged to apply. Schools and districts will receive recognition for demonstrating best practices in each category.

The program is planning an in-person recognition late in the first quarter of 2025, to celebrate the success of schools and districts. Please visit the [program website](#) and sign up to receive the latest news. Schools, Districts and Supporters can also Join the program to learn how to improve energy performance, advance resilience, and promote a healthy learning environment in schools.

SURVEY MONKEY INSTRUCTIONS

- Scan the QR code below, or navigate to <https://www.surveymonkey.com/r/W5YVFRJ>.
- After selecting the recognition category you are applying to, and providing some basic contact information, there will be five sections for narrative responses with an opportunity to upload files in each section.
- Anticipate 30-60 mins to complete the full application.
- Follow the prompts and instructions and input all required information on each page.
- Each time you select “Next” your data will be saved.
- If you need to leave the application and return later, click the “Exit” link in the top right corner of the page. Please note, clicking the Exit link will NOT save data entered on the current page. Please click “Next” to save any work (even if partial) before clicking Exit.



- If you need to edit your responses, return to the application via the original survey link while **on the same device on the same network** (same IP address), and use the “Previous” button to adjust already submitted information. Or simply pick up where you left off and complete the remainder of the application.



2. RECOGNITION APPLICATION INSTRUCTIONS

- The recognition application may be completed by district employees, students, community members, or by consulting engineers and firms who are knowledgeable about the school's projects and programs.
- A school district can decide to name one or more schools for recognition. Improvements also can be recognized at the school district level.
- Districts may submit more than one application for recognition in different categories.
- The recognized plans, processes, and building improvement projects must have been conducted in 2019 or more recently.
- Questions asked are intended to collect information needed for scoring. Please answer all questions and provide as much detail as possible. You may answer in narrative form, bullet points, or whatever format you think is most applicable to share your information.
- Schools and districts are encouraged to describe their efforts to incorporate learning opportunities for students about energy efficiency, indoor air quality, and sustainability. Efforts to provide workforce training for facilities staff, school-based staff, and other staff is also of interest to the program.
- Schools will be scored based on the rubric described on the next page.
- **Your submission package should include:**
 - Your application (via the survey monkey link)
 - 3-5 photos of your effort (upload in the survey monkey)
 - Supporting materials, such as quantitative data, to document the school's or district's energy savings, indoor environmental quality improvements, carbon emissions reduction, and/or improved resilience of their facilities. (This information is not required but encouraged.)
- All submission materials must be received by **December 20, 2024** to be considered for recognition.
- For more information or for support in your application, please visit efficienthealthyschools.lbl.gov or contact us at schools@lbl.gov.

3. SCORING RUBRIC

Applicants must complete all sections for consideration. Sections will be scored by the program organizers using a three-point scale, as shown below. Higher scoring submissions will receive the best-in-class recognition for their achievement.

	1 Point	2 Points	3 Points
A. Approach	Modest work scope generally supportive of energy efficient and healthy schools.	Broad work scope that addresses specific needs to improve energy efficiency and provide a healthy learning environment.	Comprehensive work scope and team effort, strongly addressing needs to improve energy efficiency and provide a healthy learning environment.
B. Outcome	Work scope will make or has made modest improvements in energy efficiency, generally supportive of healthy schools.	Work scope will make or has made substantial improvements in energy efficiency and the learning environment that included measurable metrics.	Work scope will make or has made comprehensive improvements in energy efficiency and the learning environment, including robust data to document successful implementation.
C. Impact	Work scope will make or has made modest impact on the school and/or community.	Work scope will make or has made a substantial impact on the school and/or community.	Work scope will make or has made a transformative impact on the school and/or community.
D. Replicability	Work scope showcases generally replicable or scalable approaches.	Work scope showcases specific replicable and/or scalable best practice(s).	Work scope showcases replicable and scalable approach(es) that are exemplary for future projects or by other districts.
E. Education & Workforce	Work scope included modest opportunities for student engagement or workforce training.	Work scope included opportunities for student engagement and/or workforce opportunities that are supportive of energy efficient and healthy schools.	Work scope included exemplary opportunities for student engagement and workforce training that amplify the overall impact in improving energy efficiency and the learning environment.

4. APPLICATION

This application explains submittal requirements for the 2024-2025 recognition program. Title I schoolwide program schools, rural schools, and schools in disadvantaged communities are especially encouraged to apply. Schools and districts will receive recognition for demonstrating best practices in each category.

The following information covers the details and questions requested through the online application. This document is for informational purposes only.

-- NO APPLICATION INFORMATION SHOULD BE SUBMITTED VIA THIS FORM --

RECOGNITION CATEGORY

In 2024-2025, the Efficient and Healthy Schools Program will recognize exemplary solutions and efforts by K-12 schools in four categories, and you will be asked to select one category for each application. *(check one only per each submission – for recognition under multiple categories, submit multiple applications, one for each category)*



Honoring schools and districts that demonstrate best practices to assess, benchmark, and utilize building data to prioritize school improvements.

Data Detective



Honoring schools and districts that showcase exemplary retrofit projects to improve energy efficiency and resilience, and promote a healthy learning environment.

Retrofit Revolutionary



Honoring schools and districts that strive for continuous improvement through operations and maintenance (O&M) activities, performance evaluation, and retro-commissioning (RCx).

Performance Pro



Honoring schools and districts that develop plans and make committed goals to advance district initiatives that achieve sustained and long-term improvements of their school buildings.

Solutions Strategist

5. CONTACT INFORMATION

Person completing application

Job title

Email

Phone

School or district name

School or district primary City and state

Please select the method(s) the school or district is currently utilizing to track and monitor energy use and costs (i.e. benchmarking):

- EPA's Energy Star Portfolio Manager
- Utility Management Software (i.e. Brightly's Energy Manager, EnergyCAP, etc.)
- Unsure or currently not using a formalized system

Is this application being completed by a school district staff member? If not, you will be required to provide a school district contact in the following section.

6. SCHOOL DISTRICT CONTACT

School district contact name

Job title

Email

Phone

7. NARRATIVE RESPONSES

Please provide as much detail as you are able to include for the following questions. This form can be submitted with partial responses, simply input text (even one word) in each box below, click the next button at the end of this section, and use the 'Exit' button on the top right of your screen. Responses can be edited up until the final submission date.

APPROACH

Please describe your work scope in as much detail as possible. Please include the following information:

- The time frame when this effort took place.
- What the work scope involved, such as the building(s) impacted, description of technologies, tools, or approaches used.
- The planning process and key decisions made.
- How the work was funded and any innovative funding approaches.
- List any key stakeholders or partnerships.

You may provide other relevant information to help us better understand your approach.

Supporting materials could include:

- *Work plan document*
- *Project scope of work*

OUTCOMES

Please describe the outcomes from your work scope in as much detail as possible. Please include the following information:

- The outcome(s) of your work scope, such as actual or projected energy savings, emission reductions, and indoor environmental quality improvements.
- Equipment installed, changes to operational or maintenance practices, and/or policies/plans that were created.
- Metrics and methods used to measure the outcomes.
- Other benefits, such as improved building operation and maintenance practices.
- If the outcomes were as intended or if they differed from the original intent.
- Overall lessons learned.

You may provide other relevant information to help us better understand your approach.

Supporting materials could include:

- *Whole building energy data; submetering data.*
- *Energy benchmarking report.*
- *Solar photovoltaic generation data.*
- *IAQ monitoring data.*
- *Measurement and verification report.*
- *Energy and sustainability plan.*

IMPACT

Please describe how your project demonstrated an innovative approach. Please include the following information:

- The impact on the school and community, including impacts on staff, students, certain departments, the greater community, among others.
- Any innovative approaches to engage the community.
- Any innovative partnerships to amplify the impact.
- How this effort was shared with the school departments, student body, staff, and community. For example, how did you share internally or externally? Did you conduct a visioning or stakeholder engagement process?
- How this work scope included equitable and inclusive practices or principles.

You may provide other relevant information to help us better understand your approach.

Supporting materials could include:

- *Analysis of energy and environmental impact.*
- *Analysis of health, productivity, or educational outcomes.*
- *Design charrette outcomes or visioning board.*
- *A letter of endorsement from someone in the school community.*
- *Letters of support from students or staff.*
- *News articles describing actual or projected impacts from your work scope.*

REPLICABILITY & SUSTAINABILITY

Please describe how your work scope demonstrates replicability or scalability in your school or district and for others. Please include the following information:

- How/if this effort is scalable and any plans to build upon it.
- Lessons learned that are applicable to other schools and districts.
- Specific aspect(s) of your work scope that are exemplary and can serve as best practice for other schools and districts to replicate.
- Any long-lasting effects from the project, such as policies developed or changed, design guidelines updates or implemented, or plans created to ensure sustainability of the outcomes achieved.

You may provide other relevant information to help us better understand your approach.

Supporting materials could include:

- *Documented future planning following the success of this work scope.*
- *Presentations or communications to share the lessons learned with other schools.*

EDUCATION & WORKFORCE TRAINING

Please describe how your project included efforts to incorporate learning opportunities for students and/or provide workforce training for staff. Please include the following information:

- Efforts to incorporate learning opportunities for students.
- Any workforce training opportunities such as training for facilities, school staff, students, or others.
- How learning opportunities and workforce training amplify the overall impacts from this work scope.

You may provide other relevant information to help us better understand how your work scope incorporated education and workforce training. Supporting materials could include:

- *Curriculum related to energy efficiency and sustainability.*
- *Outcomes of student programs (plans, projects, etc.).*
- *Training materials.*

8. SUPPLEMENTARY INFORMATION

Supporting materials, such as quantitative or qualitative data, to document the school's approach can be uploaded here. There is a maximum file size of 16MB, please combine relevant files into one file for upload in each Narrative Response section. File types can include: .pdf, .docx, .doc, .png, .jpg, .jpeg, and .gif.

(This information is not required but encouraged)

9. Thank you for submitting for recognition!

In addition to the recognition, we are looking to develop short case studies based on the submissions we received. This will benefit other schools and districts looking for success stories that they can learn from and apply in their efforts towards efficient and healthy schools.

Are you interested in being considered for a case study? (yes/no)