



Award Checklist: **Bronze**

Use this handy checklist to help track your school's progress through the Eco-Schools USA program and confirm that you are meeting criteria to apply for a bronze-level award.
100 points are required to qualify for a Bronze award.

CRITERIA	POINTS	COMPLETED	NOTES	TIPS
Eco-Action Team (Total 15 points)				
The school has established an Eco-Action team that is composed of a diverse group of teachers and students.	5			Consider utilizing an existing student council or after-school club.
The Eco-Action Team meets four times a year and informal minutes are kept.	5			Some schools meet more frequently in the beginning and then scale back meetings once their program has become established.
The Eco-Action Team shares information with the school.	5			Put up a bulletin board or create an Eco-Action Team website.
Environmental Audit (Total 20 points)				
An audit is completed on a formal or informal basis. You are not required to use the Eco-Schools USA audit form and can complete an audit only for the pathway(s) on which you would like to focus.	5			If you plan on applying for a silver or green flag award at a later date you will want to conduct a formal audit using the Eco-Schools USA audit form since it is required at those award levels.



CRITERIA	POINTS	COMPLETED	NOTES	TIPS
Environmental Audit (continued)				
Students are involved in the auditing process.	5			Determine which audit steps are safe for students to complete and which should be completed by an adult.
Results of the audit are shared with the whole school.	5			Go over audit results at an assembly or include them in a school-wide newsletter.
The audit is completed at least once.	5			We recommend that you complete the audit annually in order to measure and evaluate improvement in your school's environmental performance.
Eco-Action Plan (Total 15 points)				
A basic action plan is created that focuses on one Pathway and is based on audit results. Pathway: _____	5			Goals should be achievable and provide realistic targets and deadlines to improve the environmental quality of your school.
The action plan is shared with the entire school.	5			Don't just share the action plan, but try to get the entire student body excited about reaching your goals.
Some level of action is taken by the school to mitigate environmental problems based on the action plan.	5			Prioritize your actions by dividing them into what is achievable in the short, medium and longer term.



CRITERIA	POINTS	COMPLETED	NOTES	TIPS
Monitor & Evaluate (Total 20 points)				
The Eco-Action Team monitors progress toward achieving actions stated in the action plan.	5			Your procedure for monitoring progress should be developed in parallel with the action plan.
Progress and challenges are noted in meeting minutes.	5			Also note potential solutions to challenges and next-steps.
Metrics data is entered on the award application for the pathway(s) your school is focusing on.	10			You should be able to pull metrics data from the pathway audit form.
Link to Curriculum (Total 10 points)				
Students and teachers have an opportunity to integrate environmental issues into the classroom at most grade levels and across disciplines.	10			Consider reaching out to your local newspaper to educate and involve members of your local community, not just school community.
Community Involvement (Total 10 points)				
The school has a bulletin board, website or newsletter which details Eco-Schools USA activities.	10			Prioritize your actions by dividing them into what is achievable in the short, medium and longer term.
Eco-Code (Total 10 points)				
An Eco-Code is developed that includes input from the whole school, and is agreed upon and adopted.	10			It should demonstrate, in a clear and imaginative way, your school's commitment to improving its environmental performance.



APPLYING FOR A BRONZE AWARD

Steps

- 1** Check the [Eco-Schools USA map](#) to find out if your school is already registered as an Eco- School. If not, go to our [registration page](#) and sign-up! Complete the registration form and click 'submit'.
- 2** If you previously registered as an Eco-School, login to access your school's profile, <https://www.nwf.org/EcoSchools/Login.aspx>. You will need to enter your email.
- 3** Once on your school's profile page, locate the 'submit new form' section. Using the pull down menu select the bronze award level and click 'submit'.
- 4** Fill-out the award application and click 'submit'. If the application is only partially completed you can click 'save' and return to it at a later point.
- 5** If the application is successfully entered and all criteria met, your school will automatically receive the Eco-Schools USA Bronze award. A blue hyperlink will appear on your school's profile page. Click on it to download your award certificate.