



## Make It Shine Environmental Teacher of the Year

To promote environmental stewardship and education in West Virginia, the WV Department of Environmental Protection is proud to sponsor the Environmental Teacher of the Year Award. Winners will be chosen in the Elementary, Middle, and High School levels.

Each winner will receive a **\$500.00 personal award** and a **\$1000.00 award to be used in promoting STEM programs in their school**. To nominate yourself or another, please read the information below and submit an application packet. **All entries must be received by February 14, 2024**. For more information contact the REAP Make It Shine at 1-800-322-5530.

Teachers can be nominated by themselves, their colleagues, principal, students, or anyone familiar with their environmental program. This award will be given to a teacher who has been responsible for a school environmental program for at least one year and has demonstrated exemplary environmental leadership and/or teaching practices in one or more of the following areas:

- Creative design and implementation of environmental lesson plans / curriculums
- Implementation of environmentally friendly school programs (such as a school recycling program)
- Participation in activities that promote environmental stewardship (such as local or state volunteer events – community litter sweeps, Arbor and Earth Day events, stream cleanups, Adopt-A-Highway, etc.)

**Eligibility:** Full-time, Part-time, or Volunteer Teachers (K-12) that teach in a classroom setting. Must teach in a public, private, or charter school located within the state of West Virginia. The teacher's environmental program must be in place for at least one school year.

**Application Process:** **By February 14, 2024**, send a copy of the completed application cover sheet, abstract, narrative, and letter of support electronically, or by USPS, to:

Environmental Teacher of the Year  
Attn: Annette Hoskins  
601 57<sup>th</sup> St., S.E.  
Charleston, WV 25304  
[Annette.L.Hoskins@wv.gov](mailto:Annette.L.Hoskins@wv.gov)

If submitting through USPS, all materials must be submitted in one envelope. Materials submitted separately will not be considered or returned. Because of the e-mail attachment constraints on some systems, electronic applications will be accepted in multiple e-mails – provided they are received on the same business day. Materials submitted after that will not be considered.

**Application Contents: All applications must contain the following items:**

<b>Application Cover Sheet:</b> Complete all information on the form. Be sure and include signatures where necessary.
<b>Abstract:</b> Briefly describe your program (not to exceed one page, no handwritten submissions), focusing on its important points.
<b>Narrative:</b> Describe your environmental science program, its development, purpose, and goals for the future (not to exceed one page, no handwritten submissions). The narrative should also include the following information: <ul style="list-style-type: none"><li>• Describe the extent to which your students spend time working on the program.</li><li>• How does your program use the local community and/or state resources?</li><li>• What environmental concerns are addressed in your program?</li></ul>
<b>One Letter of support:</b> Possible sources include principals, teaching colleagues, students, or anyone familiar with the nominee's environmental program (neatly handwritten letters will be accepted). Letters should not exceed one page in length.
<b>Additional Information:</b> You may also include pictures, awards, or any recognition the program may have received. Additional information is not required but may increase your overall score.

When an individual is selected to receive an Environmental Teacher of the year award, a state check is issued in the amount of that award. Therefore, that individual is considered a "vendor" with the State of West Virginia. All vendors must be registered with the state. For an award check to be issued, the submission of a completed W-9 is required, or the award cannot be distributed.

All application materials become the property of the WV Department of Environmental Protection and will not be returned.

# Make It Shine Environmental Teacher of the Year

## Application Cover Sheet

Nominee's Name and email address: \_\_\_\_\_

Nominator's Name and email address: \_\_\_\_\_

Program Name: \_\_\_\_\_

School Address: \_\_\_\_\_

School Telephone: \_\_\_\_\_

Website: \_\_\_\_\_

Principal's Name: \_\_\_\_\_

Please check the appropriate grade level(s) of your program:

☐ K-5

☐ 6-8

☐ 9-12

Type of school: (check one)

☐ Public

☐ Private

I certify that the program described in this application has been in existence for at least one year or more and the nominee meets all the criteria described in the Eligibility Requirements of the WV Department of Environmental Protection's Make It Shine Environmental Teacher of the Year Award. Furthermore, I affirm that the \$1000 portion of the award will be used to further STEM activities in the Nominee's academic institution:

Nominee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Nominator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail this application cover sheet along with your program's abstract, narrative, and at least one letter of support by USPS to the below address or submit electronically to [Annette.L.Hoskins@wv.gov](mailto:Annette.L.Hoskins@wv.gov).

Environmental Teacher of the Year

Attn: Annette Hoskins

601 57<sup>th</sup> St., S.E.

Charleston, WV 25304