



2023 Presidential Federal Sustainability Awards

## Frequently Asked Questions

### **Q: Who is eligible for an Award?**

Agencies can nominate programs, projects, project teams, facilities, or individuals. A nomination of a Federal program, project, or team may acknowledge the support of contractors or non-Federal personnel or partners, however, only Federal employees are eligible to receive the award.

### **Q: Can a program, project, team, etc. be submitted in more than one category?**

A nomination may be submitted in more than one category if it demonstrates outstanding achievement and meets the criteria for multiple awards. For example, a Carbon-Free Electricity project in collaboration with a local utility might be nominated in both Advancing Carbon-Free Electricity and Leveraging Partnerships; an innovative building project financed through performance contracting might meet criteria for both Investing in Climate Smart Buildings and Decarbonizing Federal Buildings.

### **Q: Who can submit a nomination and what is the submission process?**

A: All Federal Departments and Agencies can nominate candidates using the [nomination form](#) and [instructions](#). The Agency Chief Sustainability Officer (CSO) or their designee must vet, approve and submit all agency nominations. Federal employees should consult with their agency management on internal agency processes for approving nominations.

Nominations submitted directly to [sustainability.awards@ceq.eop.gov](mailto:sustainability.awards@ceq.eop.gov) will not be considered. Please directly submit your nomination form through the internal nomination process established by your agency CSO or Awards designee. They will then submit to [sustainability.awards@ceq.eop.gov](mailto:sustainability.awards@ceq.eop.gov) on your behalf.

### **Q: What is the deadline for nominations?**

Nominations must be submitted to CEQ by or before midnight on June 30, 2023.

### **Q: Can multi-agency programs, projects or teams be nominated?**

A: Yes, nominations that recognize achievement and impact through cross-agency collaboration are encouraged. In such a case, a single agency should sponsor the nomination. The sponsoring agency should prepare and submit the nomination package, in consultation with the collaborating agencies.

**Q: What time period is covered by the 2023 Awards?**

A: The awards focus on actions and achievements realized during the nomination period (January 2021 – June 2023). Projects still in implementation are eligible, but should at minimum have completed the design phase.

**Q: Can supplemental materials be included with a nomination?**

A: Nominations may include a limited number of hyperlinks to publicly available materials that are relevant to the nomination, *e.g.*, a program website, project overview, agency announcement, or press release. Judges will be given the discretion to determine whether or not to consider supplemental materials. Hyperlinks will not count towards the word limit of your answers.

**Q: When will award winners be announced?**

A: Award finalists will be notified in late summer, and awardees will be publicly announced in Fall 2023. Awardees will be given sufficient notice to make travel arrangements for the award ceremony to be held in Washington, DC. CEQ will not pay for travel expenses.

**For more information, see <https://www.sustainability.gov/awards.html> or contact your agency's sustainability leads.**