**This form is for Organisational Awards ONLY**

Cover page – General Information

* By submitting this application form you confirm that you have: read and accept the [**Conditions of entry**](https://ggaa.acts.asn.au/awards/coe/)available at [**ggaa.acts.asn.au**](https://ggaa.acts.asn.au/); read the [**specific category criteria**](https://ggaa.acts.asn.au/categories/)**,** and; read the [**Guidance notes**](http://ggaa.acts.asn.au/wp-content/uploads/sites/4/2021/05/GGAA2021_Guidance-Notes-for-Participants.pdf) **for participants**.
* Minimum font size is Calibri size 9pt.
* You may delete the text box at the end of Stage 1 to give you additional space if needed.
* Please note that not all questions within the application form may be relevant to your project. Address as many sections as appropriate while ensuring you submit a comprehensive and detailed application for your category.
* You must not exceed the stated number of pages for both stages:
  + Stage 1 is 6 pages (max of 10 total document pages, including cover pages and the empty Stage 2 section).
  + Stage 2 is 1 page (max of 10 document pages**,** including cover pages).

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| **>**  **Whenever you see this > icon, hover you mouse over the following text to find some helpful tips to complete your application.**  **We've given you more space!** |
| **General information** |
| > [Organisation name](#OrgName) |
|  |
| [> Category entered](#CategoryEntered) |
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| Are you applying for more than one category with the same project? Yes / No *(If yes, you must declare which other category/ies and if you are applying with the same project. If your applications have similarities, you must declare them here.)* |
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| Are you a previous Green Gown applicant? If yes, have you ever applied with THIS project (or elements of it)? Yes / No (*If yes, please provide the name(s) of your project(s) and year(s) you applied and status of your application (i.e. stage 1, stage 2, winner?). Please refer to the two-year note\*  (on the website under Conditions of Entry) and provide further information.)* |
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| Third-party organisations may enter jointly or on behalf of an institution, but an institution employee must approve the application. *(Note: If you are  a third-party applying, please insert the institution’s name, contact person, their mailing address, email address and contact phone numbers here.)* |
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| Project specifc supporting materials (1 page maximum) | | |
| If your initiative relates to a visual or virtual campaign you can include a URL and/or images to illustrate this. Please do not include unless relevant to your application. If the video contains important, project specific information, please ensure you have also included this as text within your application form as we cannot guarantee that videos will be viewed in full.  This is separate to and not a part of the video or multi-media submission that you can submit as part of the Stage 2 application. | | |
| > [Project specific URL](#Bk1" \o "If your application relates specifically to video communications used within your initiative, you can add a web link to the video here. Generic videos or unrelated videos will not be viewed.) | |  |
| > [Project specific images](#Bk2" \o "If your application relates specifically to a visual campaign, you may include up to three photographs / images (maximum) illustrating your project within the box below. Please only include if relevant and please provide a description for each of them.) | | |
|  | | |
| Image 1 label: |  | |
|  | | |
| Image 2 label: |  | |
|  | | |
| Image 3 label: |  | |
| FILE SIZE – in order to keep file sizes small, if you do submit any images, please ensure you do the following:  Click on an image > select “picture format” from the top menu > “compress picture” > apply to all pictures in the document and tick the “delete cropped areas of pictures” > Save.  The file size of the saved document must be under 3MBs. The images need to be within the boxes above and not send as separate files. | | |

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| **Project overview** | | | | | | | | | | | | | |
| > [Project title](#ProjectTitle) | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| > [Project summary](#ProjectSummary) (max 150 words) | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| > [Organisational profile](#OrgProfile) | | | | | | | | | | | | | |
| HE / FE / RTO: | | |  | | | | Institution’s annual turnover: $ | |  | | | | |
| No. of students (total full & part time): | | | | |  | | | | No. of staff: |  | | | |
| No. of campuses (Urban/Rural): | | | |  | | | | | | | | | |
| Organisation’s external accreditations (please only list any that are relevant to your application) | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| > [Top three learnings](#Top3learnings) (max 15 words per learning) | | | | | | | | | | | | | |
| 1. |  | | | | | | | | | | | | |
| 2. |  | | | | | | | | | | | | |
| 3. |  | | | | | | | | | | | | |
| Please select only the top three Sustainable Development Goals (SDGs) that your application particularly delivers against. *(Please note this is for information gathering purposes only and will have no bearing on the application).* | | | | | | | | | | | | | |
|  | | 1. No poverty | | | |  | | 07. Affordable and clean energy | | |  | 13. Climate action | |
|  | | 1. Zero hunger | | | |  | | 08. Decent work and economic growth | | |  | 14. Life below water | |
|  | | 1. Good health & wellbeing | | | |  | | 09. Industry, innovation and infrastructure | | |  | 15. Life on land | |
|  | | 1. Quality education | | | |  | | 10. Reduced inequalities | | |  | 16. Peace, justice and strong institutions | |
|  | | 1. Gender equality | | | |  | | 11. Sustainable cities and communities | | |  | 17. Partnerships for the Goals | |
|  | | 1. Clean water and sanitation | | | |  | | 12. Responsible consumption and production | | | | | |
| The initiative | | | | | | | | | | | | | |
| > [Describe the initiative](#DescribeTheInitiative) | | | | | | | | | | | | | |
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| How was the project funded? What level of funding has the project received? Who were/are your funding partners? | | | | | | | | | | | | | |
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| What are the financial benefits gained from the project? | | | | | | | | | | | | | |
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| Environmental and social benefits | | | | | | | | | | | | | |
| > [Summarise the benefits. Benefits may relate to operational outcomes, environmental/social outcomes, sector benefits.](#SummariseTheBenefits) | | | | | | | | | | | | | |
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| What are the positive unexpected outcomes from your project? | | | | | | | | | | | | | |
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| What sustainable procurement practices did you utilise in your project? How were circular economy principles used? | | | | | | | | | | | | | |
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| How has this benefited other areas of the institution? | | | | | | | | | | | | | |
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| Describe how the initiative has gone over and beyond standard/ legal requirements (where applicable)? | | | | | | | | | | | | | |
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| Leadership and engagement | | | | | | | | | | | | | |
| > [Please summarise what you feel is distinctive about your proposal.](#LandESummarise) | | | | | | | | | | | | | |
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| How does your project sit within your institution’s strategy, values and ethos? | | | | | | | | | | | | | |
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| State the levels of involvement of others including staff and student numbers. | | | | | | | | | | | | | |
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| > [Significance to the Sector](#Bk4) | | | | | | | | | | | | | |
| Please summarise what you think is distinctive about your proposal? | | | | | | | | | | | | | |
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| What have you done to disseminate and aid replication of your project? | | | | | | | | | | | | | |
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| What is the project’s national reach? Is it limited to specific territories /regions – and is it relevant for all learning providers? | | | | | | | | | | | | | |
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| What is its potential scale of impact wider than the sector? Is it relevant to other sectors and could it have international impact? | | | | | | | | | | | | | |
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| Wider societal impact | | | | | | | | | | | | | |
| > [Please outline the wider societal impact and value of your application](#WiderSocietalImpact) | | | | | | | | | | | | | |
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| Learner/Graduate employer impact | | | | | | | | | | | | | |
| > [Please outline the impact and value of your application to graduate employers](#GraduateEmployerImpact) | | | | | | | | | | | | | |
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| You have now completed your Stage 1 GGAA application. The remainder of the form is for **Stage 2 applicants only** and will only be filled out if your Stage 1 application is successful. **No more pages can be added to this document beyond this point.**  Submit your completed application form along with the online submission details [**[HERE]**](http://ggaa.acts.asn.au/awards/hte/) by 5pm Thursday 30 June 2022. | | | | | | | | | | | | | |

Notes for Stage 2 applications

The Stage 2 application allows you an opportunity to update your submission by addressing the judges’ questions to your Stage 1 application. Please include any new, relevant, additions/updates to your initiative. **Please note that your Stage 1 information is now locked.** Any updates/changes to your application are to be recorded here in the Stage 2 application section.

1. Complete and upload this application form **(in word format only)** to accompany your online submission.
2. Please ensure your application contains your completed and unchanged Stage 1 section as well as this Stage 2 section.
3. You may delete the text box at the end of Stage 2 and/or question descriptions to give you additional space if needed.
4. The length for this part of the application is 1 page (forming a submission maximum of 9 document pages, including cover pages and completed Stage 1 & 2). Any applications submitted exceeding the limit will not be considered.

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| **The judges’ questions are included HERE** |
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| [**> Updated information**](#UpdatedInformation) **(max 150 words)** |
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**Cover page is not included in the page count**

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| **Addressing judges’ questions on your Stage 1 application** |
| The judges’ questions are included above. This is an opportunity for you to directly answer or clarify any elements the judges identified from your application. |
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| You have now completed your Stage 2 Green Gown Awards Australasia application. Please ensure you have filled in all sections and this form contains your completed (unchanged) Stage 1 application, your answers to the judges’ questions and your Stage 2 answers. **No more pages can be added to this document beyond this point.**  Submit your completed application form (word format) with the online submission details [**[HERE]**](https://ggaa.acts.asn.au/categories/hte/) by 5pm Wednesday 31 August 2022. |

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