

Bee Campus USA

ANNUAL RENEWAL APPLICATION (Due by January 31)

This form should be completed by the person who oversees the Bee Campus USA program. With "BEE CAMPUS USA RENEWAL APPLICATION" in the subject line, e-mail this completed renewal application with requested annual report (including Excel spreadsheet) attached with photos to: beecampususa@gmail.com.

A) RENEWING APPLICANT INFORMATION

Certified Bee Campus USA (Educational Institution):

Name:

Title:

Organization/Department:

Address:

City/State/Zip:

Phone (Office):

Phone (Mobile):

Email:

Number of Acres Managed by Institution:

Media Contact Name:

Media Contact Email:

Media Contact Phone:

B) BEE CAMPUS USA COMMITTEE

Committee Name:

Date Established:

Meeting Dates During Previous Year:

Attach a list of Bee Campus USA Committee Members, affiliations, and email addresses (Excel format preferred)

C) SIGNATURE INDICATING APPROVAL

Signature: _____

Name:

Title:

(Should be the person who oversees the Bee Campus USA program)

Date:

D) RENEWAL FEE

Mail a check for the renewal fee to BEE CAMPUS USA, 34 Courtland Avenue, Asheville, NC 28801 or submit on the Bee City USA donation page at <http://www.beecityusa.org/donate.html>. The fee helps BEE CAMPUS USA engage institutions across the nation in enhancing pollinator habitat, and follows a sliding scale (below) based on total enrollment as indicated by the National Center for Education Statistics (NCES) website at <https://nces.ed.gov/collegenavigator> by clicking on the Enrollment link.

Total Enrollment	Initial Application & Annual Renewal Fee
<3,000	\$100
3,000 - 5,000	\$200
5,001 - 10,000	\$300
10,001 – 20,000	\$400
>20,000	\$500

E) ANNUAL REPORT GUIDELINES

Attach report of previous year's accomplishments. At the top of the report, type:

- Institution Name
- Bee Campus USA Annual Report for [Year Described]

For first-time renewals, please report from date of certification through December, after having completed full 12 months as affiliate.

Following the categories described below, please attach a brief summary (preferably no more than 4 pages) stating what your institution accomplished the previous year to raise awareness of the importance of, celebrate and increase healthy habitat for pollinators. Your high-resolution, jpeg, action photos are welcome and encouraged with the understanding that we may use them for social media and printed pieces.

Remember that Rome wasn't built in a day! Our goal is celebrating incremental progress each year.

When completing the Bee Campus USA Conservation by the Numbers Excel spreadsheet, provide your best estimates, placing a "0" in spreadsheet cells when information is not applicable or unknown.

1. **Campus Pollinator Habitat Plan**—Describe your progress on developing a Campus Pollinator Habitat Plan that includes a locally native, pollinator-friendly plant list with regional sources for such plants and a least toxic integrated pest management (IPM) plan. Excellent ecoregional guides are available at <http://www.xerces.org/pollinator-conservation/plant-lists/> and <http://www.pollinator.org/guides.htm>.)

One of the goals of the Bee Campus USA program is to offer a valuable landscape-management model applicable to other local landscapes. Describe how your plant list and IPM plan have been publicized and are available on the web and otherwise. Please include URLs.

2. **Annual Campus Event(s)**—Describe annual campus event(s) you hosted to raise awareness of the importance of pollinators and to acknowledge the institution's certification as a BEE CAMPUS USA institution. (Please use the Excel spreadsheet provided for numerical information.) Events may be planting pollinator gardens, workshops on pollinators, presentations about pollinators, garden tours, films about pollinators, etc. National events to build on include:

- National Pollinator Week - <http://www.pollinator.org/pollinatorweek/>
- National Wildflower Week - www.wildflower.org/nww/
- National Moth Week - <http://nationalmothweek.org>
- National Bat Week - www.batconservation.org/take-action/national-bat-week
- Garden for Wildlife Month - www.nwf.org/How-to-Help/Garden-for-Wildlife/Garden-Month.aspx
- National Honey Month - www.honey.com/tools-tips-and-resources/september-is-national-honey-month
- National Honey Bee Day - www.nationalhoneybeeday.com
- National Garden Month - www.nationalgardenmonth.org
- Butterfly Education and Awareness Day - <http://afbeducation.org/butterfly-conservation/butterfly-education-and-awareness-day/>
- Earth Day - <http://www.earthday.org/earth-day/>
- Arbor Day - <https://www.arborday.org/celebrate/>
- International Day for Biodiversity - <https://www.cbd.int/idb/>

3. **Student, Faculty & Staff Service**—Describe and summarize service-learning and/or service projects to enhance pollinator habitats on- and off-campus. Indicate which efforts were service-learning projects connected to courses. Please use the Excel spreadsheet provided for numerical information. (If these are same as “Annual Campus Events”, please write “See 2. Annual Campus Events.”)

4. **Courses, Workshops & Course Content Offered At least Biennially**—Summarize pollinator protection course(s) and/or workshop(s) and/or pollinator protection topics incorporated into course content. Examples of possible topics include Pollinator Ecology, Integrated Pest Management, and/or Landscaping for Pollinators. Workshops may provide continuing education credits for professional pesticide applicators and/or landscape designers. Please use the Excel spreadsheet provided for numerical information.

5. **Signage**—Describe any signage you have posted (including Bee Campus USA signs!) to educate the campus and broader community about the importance of pollinators and pollinator-friendly landscaping principles, indicating whether it is permanent or temporary signage. For example, signage next to plantings might explain how beneficial insects provide a natural process for pest management and pollination, or signs in the cafeteria might explain the role of pollinators in food production. Signage may or may not be permanent. (Bee Campus USA can refer you to publicly available signage.) Please use the Excel spreadsheet provided for numerical information.

6. **Webpage**—Share the URL for the webpage on your institution's website or other social media (Facebook, Twitter, Tumblr, etc) that communicates your BEE CAMPUS USA news and activities.

7. **Pollinator-Friendly Habitat**—Describe how your campus landscape became friendlier to pollinators: number and types of newly-planted native plants, shrubs, trees, fruit gardens, vegetable gardens, etc.; amount of non-native exotic invasive plants removed; reductions in pesticide use and/or shifts to less-toxic pesticides; and, amount of lawn reduced and replaced with native plants or left as natural areas for ground or above-ground cavity nesters. Please use the Excel spreadsheet provided for numerical information.

THANK YOU FOR YOUR LEADERSHIP AND VISION!