



2011 C.L.E.A.N.[®] AWARD

Custodial Leaders for Environmental Advocacy Nationwide

FREQUENTLY ASKED QUESTIONS

Q. Do I have to be a member of the NEA to apply?

A. Yes, you have to be an NEA member (member of an NEA State/Local affiliate) to apply.

Q. Can I nominate my custodian?

A. Yes, you can nominate your custodian (or a team of custodians) or he/she can self-nominate and apply for the award themselves.

Q. Does the person nominating a custodian have to be an NEA member?

A. No, the person nominating a custodian does not need to be an NEA member.

Q. Does the applicant need to be a custodian at a public school?

A. Yes, only NEA members employed in a K-12 public school located within the U.S are eligible to apply. NEA members are not employed in private schools. Applicants must be employed in the profession of custodian (not maintenance, HVACR or other related job), have at least three years of experience as a custodian, and be a full time equivalent employee (work at least four hours a day).

Q. Can higher education custodians, who are NEA members, apply?

A. No, only NEA members employed in a K-12 public school located within the U.S are eligible to apply.

Q. What is the purpose of the C.L.E.A.N.[®] Award?

A. The purpose of the C.L.E.A.N.[®] Award is to recognize the contributions that custodians make to public health in their schools, communities, and their profession.

Q. How many awards will be given each year?

A. Up to five awards will be presented to one top recipient and four runners-up each year.

Q. Can I email or fax my application package?

A. No. Applications must be mailed and postmarked on or before December 1, 2010.

Q. Can my forms be handwritten?

A. No, the application forms must be typed with the exception of signatures required on the Acknowledgment Form and Data Sheet. Templates for the Data Sheet and Acknowledgment Form must be used and are provided at www.neahin.org/cleanaward/. A sample application package is also provided here.

Q. What is the deadline to apply?

A. Application packages must be postmarked on or before December 1, 2010.

Q. Who created this award?

A. The award is a joint initiative of the National Education Association, the NEA Health Information Network and the American Cleaning Institute (formerly the Soap and Detergent Association).

Q. Can I jointly apply with other custodians at my school or nominate a team of custodians?

A. Yes, a single custodian or team of custodians at a school/district can apply. If a team of custodians is selected only one award package will be offered and must be shared among team members.

Q. If I nominate a team of custodians (or I apply with my fellow custodians) do I need to submit one application package or separate application packages for each custodian?

A. If a team of custodians apply or is nominated only one application package needs to be submitted. The Application Guidelines indicate which of the required pieces need to be submitted for each custodian. For instance, the Application Package must include a Data Sheet, Acknowledgment Form, and resume for each custodian but only one summary of accomplishments and set of recommendation letters are required. If supplemental materials are submitted, you have the option of submitting one set for the team or individual materials for each custodian.

Q. Do I have to submit supplemental materials (such as photos or a DVD of me in action)?

A. No, but applicants who submit supplemental materials will automatically be awarded three extra points. A maximum of five points for supplemental materials could be awarded.

Q. Whom do I contact if I have more questions?

A. Questions should be directed to Jennie Young at cleanaward@nea.org.