## SUSTAINABILITY IN PROCUREMENT FELLOWSHIP PROJECT SUBMISSION

Projects submitted for consideration for the Sustainability in Procurement Fellowship Program should:

- \* Have clearly defined project goal(s), activities, two milestone dates (we suggest identifying a milestone activity for month 2 and month 4 of the project), and deliverable. (Project deliverables can range from a concise description of the Fellow's activities in support of the project to more in-depth project deliverables as noted below.)
- \* Identify the project lead who is responsible for holding a weekly project conference call with the Fellows to provide project direction and answer questions on project activities
- \* Have a procurement and/or sustainability focus and benefit from the expertise and commitment of two Fellows who can, individually, provide no more than 8 10 hours a week of support.
- \* Be featured as a Sustainability in Procurement Fellowship Project to both government and external audiences and be highlighted as an SPF project on gsa.gov

1. Submitter	
a. Name	b. Title
c. Agency	d. Department
e. E-mail Address	f. Telephone Number
2. Project Lead	
a. Name	b. E-mail Address
3. Project Information	
a. Project Description (Explain how this project includes a focus on both sustainability and procurement.)  b. Describe the two milestone activity(s) and the months when they are due.	
4. Deliverables (Check all that apply)	
A Case Study Recommendations for a larger group	/project Other
A White Paper Compilation of Research	
If Other was chosen, please describe	