



Green Tier

Less Waste, Lower Costs, Healthy Communities

Application Instructions

Pub CO-501

Rev. 3/06



We're pleased you're interested in applying for Green Tier!

These instructions will help guide you, section by section, through the 2-page Green Tier Application (Form 4800-022). The form is available on-line at: <http://greentier.wi.gov>. Please complete the form, then mail or email it with all appropriate attachments to the address given below. Incomplete applications will delay processing. Further questions can be addressed by one of the DNR staff persons listed at: <http://dnr.wi.gov/caer/cea/staff.htm>. Copies of the Green Tier Law are available at: <http://www.legis.state.wi.us/statutes/Stat0299.pdf>.

- **Check the box at the top of the form to indicate whether the application is for Tier 1 or Tier 2.**
- **NOTE:** Applicants for **Tier 2** *must* submit the Application form *and* a **Letter of Intent** that provides to the department all of the following information:
 - Description of the involvement of interested persons in developing the proposal for maintaining and improving the applicant's superior environmental performance;
 - Names and addresses (mail or email) of the interested persons or the groups represented;
 - Description of the interests that those persons have in the applicant's participation in the program;
 - An outline of the provisions that the applicant proposes to include in the participation contract; and,
 - Explanation of how these proposed provisions are proportional to the incentives that the applicant proposes to receive under the participation contract.

I. Applicant Information

In this section you should enter the name and contact information for the person most familiar with the application. This is the person the department will contact if there are any questions about the application and the person whose name will be used when the department shares information about the application with the public.

II. Facility Information

Facility means buildings, equipment and structures located on a single parcel or on adjacent parcels that are owned, operated or controlled by the applicant.

In this section you should enter appropriate information to describe the location(s) of any facilities covered by the application. If the application covers more than one facility, enter the information for one facility on the form and provide information for the other facilities on a separate page labeled Attachment 1.

III. Scope of Green Tier Participation

Please check the one box that most closely describes the scope of your application. If you check the second or third box please ensure that Attachment 1 provides all of the information necessary to clarify exactly what facilities and activities are covered by the application.

IV. Environmental Performance

Environmental Performance for Tier 1 participants means the effects, whether regulated (under [chs. 29 to 31, 160 and 280 to 299, Wis. Stats.](#)) or unregulated, of a facility or activity on air, water, land, natural resources, and human health.

Superior Environmental Performance under Tier 2 means environmental performance that results in measurable or discernible improvement in the quality of the air, water, land, or natural resources, or in the protection of the environment, beyond that which is achieved under environmental requirements and that may be achieved in ways that include all of the following:

1. Limiting the discharges or emissions of pollutants from, or in some other way minimizing the negative effects on air, water, land, natural resources, or human health, of a facility that is owned or operated by an entity or an activity that is performed by the entity to an extent that is greater than is required by applicable environmental requirements.
2. Minimizing the negative effects on air, water, land, natural resources, or human health of the raw materials used by an entity or of the products or services produced or provided by the entity to an extent that is greater than is required by applicable environmental requirements.
3. Voluntarily engaging in restoring or preserving natural resources.
4. Helping other entities to comply with environmental requirements or to accomplish the results described in item 1. or 2. above.
5. Organizing uncoordinated entities that produce environmental harm into a program that reduces that harm.
6. Reducing waste or the use or production of hazardous substances in the design, production, delivery, use, or reuse of goods or services.
7. Conserving energy or nonrenewable natural resources.
8. Reducing the use of renewable natural resources through increased efficiency.
9. Adopting methods that reduce the depletion of, or long-term damage to, renewable natural resources.

V. Environmental Management System (EMS)

The scope of the applicant's environmental management system should be at least as broad as the scope of Green Tier participation (see Section III). For example, if your scope for Green Tier covers fleet operations and water discharges, your EMS must cover at least those two activities as well.

If you circle "Yes" on question V.a., please provide a copy of your ISO 14001 certificate of registration as Attachment 3.

If you circle "Yes" on question V.b., please refer to publication number [CO-503, "Proving EMS Functional Equivalency,"](#) for a thorough explanation of what is required in Attachment 3.

VI. Public Notice/Stakeholder Identification

The department encourages early stakeholder involvement for all Green Tier participants. Stakeholders may include neighbors, customers, employees, environmental organizations, local governmental officials, or others. Providing the department with the names and addresses (mail or email) of stakeholders is not

an eligibility requirement for Tier 1, but it will speed up the processing of your Tier 1 application. All Tier 2 applicants should provide this information and reference Attachment 4 in their Letter of Intent.

VII. Enforcement Record

Complete the following worksheet to determine if your company meets the enforcement record eligibility requirements.

Has the applicant, managing operators of the applicant or any person with 25% or more ownership interest in the applicant:

Yes No

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | a. Had a judgment of conviction entered against them for a criminal violation of an environmental regulation involving a covered facility or activity? If yes, please provide the date(s) of conviction and the nature of the violation(s).
Applicants convicted of a criminal violation within 60 months before the date of application for Tier 1 and 120 months for Tier 2 that resulted in substantial harm to public health or the environment or that presented an imminent threat to public health or the environment are ineligible for the program. |
| <input type="checkbox"/> | <input type="checkbox"/> | b. Had a civil judgment entered against them for a violation of an environmental regulation involving covered facility or activity? If yes, please provide the date(s) of the judgment and the nature of the violation(s).
Applicants with a civil judgment entered against them within 36 months before the date of application for Tier 1 and 60 months for Tier 2 that resulted in substantial harm to public health or the environment are ineligible for the program, unless the applicant requests a waiver of enforcement record requirements. |
| <input type="checkbox"/> | <input type="checkbox"/> | c. Been referred to the Department of Justice for enforcement of an environmental regulation involving a covered facility or activity? If yes, please provide the date(s) of referral and the nature of the violation(s).
Applicants referred to the Department of Justice within 24 months before the date of application for Tier 1 and Tier 2 are ineligible for the program, unless the applicant requests a waiver of enforcement record requirements. |
| <input type="checkbox"/> | <input type="checkbox"/> | d. Been issued an environmental citation by the Department of Natural Resources involving a covered facility or activity? If yes, please provide the date(s) of the citation and the nature of the violation(s).
Applicants issued an environmental citation within 24 months before the date of application for Tier 1 and Tier 2 are ineligible for the program, unless the applicant requests a waiver of enforcement record requirements. |

VIII. Tier 1 Applicant Statement of Commitments

Complete this section *only* if you are applying for **Tier 1** participation. The person signing the form should be a senior manager who is authorized to make the statement of commitments on behalf of the applicant. If the person signing the form is not the same as the contact person listed in Section 1 of the form, the name and title of the signer should be printed or typed under the signature.

IX. Tier 2 Applicant Statement of Commitments

Complete this section *only* if you are applying for **Tier 2** participation. The person signing the form should be a senior manager who is authorized to make the statement of commitments on behalf of the applicant. If the person signing the form is not the same as the contact person listed in Section 1 of the form, the name and title of the signer should be printed or typed under the signature.

- Send the original, signed Green Tier Application (Form 4800-022) to:

MARK MCDERMID, DIRECTOR CO/7
DNR BUREAU OF COOPERATIVE ENVIRONMENTAL ASSISTANCE
PO BOX 7921
MADISON, WI 53707-7921

- Mail or email all necessary attachments, as well as the Letter of Intent if applying for Tier 2, to Mark McDermid at the above address or at mark.mcdermid@wisconsin.gov. Applicants are encouraged to submit these materials by email.

Questions? Contact Mark McDermid (608/267-3125 or mark.mcdermid@wisconsin.gov) or one of the DNR staff persons listed at: <http://dnr.wi.gov/org/caer/cea/staff.htm>.

For more Green Tier information visit: <http://greentier.wi.gov>