

**USGBC Education Provider Program
Call for Submittals
Greenbuild 2009 Featured Education Provider Workshops**

Background

The U.S. Green Building Council's (USGBC's) annual Greenbuild International Conference and Expo was launched in 2002 as the world's largest conference and expo dedicated to green building. Greenbuild features three days of inspiring speakers, educational sessions, invaluable networking opportunities, industry showcases, LEED workshops, and green building tours. In 2008, sixteen pre- and post-conference workshops offered by USGBC Education Providers were added to the traditional LEED education programming offered by USGBC. USGBC is seeking proposals for green professional education workshops at Greenbuild 2009 in Phoenix, Arizona.

Who

USGBC will only consider proposals for Greenbuild 2009 workshops submitted by current USGBC Education Providers. For information on becoming an Education Provider visit www.usgbc.org/epp.

What

USGBC seeks proposals for courses that address the needs of professionals to apply green building principles in their practice. Courses should be at the application (300) or mastery (400) learning level as identified in the [USGBC Education Provider Guide](#) and address current topics beyond general LEED or green building education. Potential courses may address the following green subject matter:

- *Building Green in the Southwest*
 - Issues and impacts of building green in the arid climate of the southwestern United States; community economic development; transportation and infrastructure
- *Residential Building*
 - Issues and impacts of building homes in different climates, ensuring moisture protection and durability, reducing irrigation demand; appraising and valuing green homes
- *Cities & Communities*
 - Site selection and community infrastructure, transit-oriented development; issues and impacts of affordable and mixed housing; community design charrettes, infrastructure, urban design, regional planning, public health, and green campus master planning (schools, university, corporate, etc)
- *Building Life-Cycle & Resource Management/Reduction*
 - Designing, engineering, constructing and operating to improve building or project performance; passive design solutions; active and highly-effective building energy systems; renewable energy technologies and sources, responsible materials and waste management
- *Construction Industry:*
 - Training the trades on a green job site; green construction management, cost estimating, identifying cost-reducing green strategies and synergies on the job site, construction waste management, construction IAQ planning
- *The Business of Green:*
 - Key market factors, institutional drivers, and resources affecting the adoption of green building practices; market incentives, financing, leasing, risk management, and insurance for real estate development; legal green, organizational policies and initiatives, portfolio/asset management, and green enterprise.
- Building Operations & Maintenance

- o Procurement, housekeeping, pest management, waste stream reduction, landscape and exterior maintenance, systems upgrades and retrofits, indoor air quality

Workshops should be offered as either half-day (4 hours) or full-day (7.5 hours). USGBC encourages the creation of new courses to debut at Greenbuild. Every workshop being submitted for consideration must be fully approved through the USGBC Education Provider Program or in the “outcome notification” stage of approval prior to application submittal.

Where

Greenbuild is heading to the American Southwest, a region with unique environmental and social challenges and opportunities, and the imperative is clear: Green building can and must come home to all people, boosting the quality of life on main streets across the country and around the world. Join us at Greenbuild 2009 in Phoenix and engage in the conversation we must have to bring green to everyone, and bring everyone to green.

When

Pre-conference workshops will be Tuesday November 10, 2009. Post-conference workshops will be held Friday November 13.

Schedule

Tuesday, January 27	Call for submittals from existing Education Providers
Monday, February 9	Call for submittals to public
Monday, March 2	Suggested last day to submit course for review and approval prior to submitting applications
Friday, April 24	Featured Education Provider applications due to USGBC
Friday, May 15	Courses selected
Monday, June 1	Provider Agreements due to USGBC
Monday, June 8	Greenbuild conference registration mailer sent
Early Summer	Greenbuild conference registration opens
Tuesday, November 10	Anticipated pre-conference training session date
Wednesday, November 11	Start of Greenbuild 2009 Conference
Friday, November 13	Anticipated post-conference training session date

Additional Details

Application Evaluation and Selection

Each proposed workshop must have already been reviewed through the Education Provider Program. Applications will be evaluated by members of the USGBC Education Provider Review team, staff, and the Professional Development Committee. Applications are evaluated based on the following considerations:

- The outcome of the course’s review through the Education Provider Program
- The course’s wide audience appeal
- The quality of the instructors
- The quality of the topic (considering accuracy, timeliness, innovation, etc)

Promotion

Presenting a workshop at Greenbuild is a way to feature some of the best offerings by USGBC Education Providers. With attendance of more than 28,000 in 2008, the opportunity positions you as a leader in green education to practitioners from across the world. Your workshop will be promoted alongside USGBC workshops in the registration mailer, program, and online registration website. The online

registration will link to the more detailed description of your course in the Greenbuild365.org catalog. General promotion of the workshops will be done through email blasts. Education Providers whose courses have been chosen for Greenbuild 2009 are also responsible to promote their workshop through their own channels. Success depends on sufficient promotion with USGBC and the Education Provider sharing this responsibility.

Responsibilities

USGBC recognizes the cost associated with hosting workshops and will share revenues with Education Providers. Workshops will be held under the larger Greenbuild contracts and USGBC is responsible for general promotion, venue catering, audiovisual, and attendee registration. Education Providers are responsible for promotion, course development, faculty selection, onsite workshop faculty and staff (including transportation and lodging), and course materials.

Revenue Sharing & Workshop Attendee Fees

The revenue sharing model factors in the logistics costs (room rental, AV, catering, etc.), a USGBC administrative fee, and the faculty stipend. The USGBC administration fee will be \$1000 for half-day and \$1500 for full-day workshops. The faculty stipend will be given to the Education Provider to off-set faculty costs. Education Providers will be given a \$1700 faculty stipend for half-day workshops and \$2200 for full-day workshops. After all costs have been covered, revenues will be shared by USGBC (1/3) and the Education Provider (2/3).

All USGBC and Education Provider workshops will have the same fee structure for attendees. These fees are set based on of the associated costs and revenue sharing model. A detailed budget will be shared with selected Education Providers prior to signing the Greenbuild 2009 Revenue Sharing Agreement.

Questions

Direct all questions about the featured Education Provider opportunity and the application form to EPProgram@usgbc.org.

[DOWNLOAD THE FEATURED EDUCATION PROVIDER APPLICATION FORM](#)