



## Greenlove Foundation Hydration Station Application Process

Dear Applicant:

Thank you for your interest in applying for a Greenlove hydration station. We look forward to reviewing your application. Note that you have downloaded (or can download) all the informational documents and necessary forms to complete your application. Again, unless you have already contacted Greenlove, we ask that you email Greenlove at [info@greenlovefoundation.org](mailto:info@greenlovefoundation.org) of your intentions to apply.

### 1. Application Checklist

The application package should include:

1. Application Form
2. Written Summary of Environmental Activities
3. Evidence of Educational Awareness Program - media evidence like power points, videos, and other must be emailed separately to [info@greenlovefoundation.org](mailto:info@greenlovefoundation.org)
4. Signed Letter from the Facilities or Maintenance Manager
5. Evidence that the selected site for the water station will be placed in a high traffic place. Please include a diagram of the floor plan and/or pictures of the site and/or a written explanation

The downloaded forms are fillable PDFs. You can either fill out the forms online and email them to us, or you may print, complete, and mail your application packet (with the exception of the electronic media) to:

**Greenlove Foundation**  
**P O Box 3596**  
**Newport, RI 02840**

Email forms and electronic media evidence to [info@greenlovefoundation.org](mailto:info@greenlovefoundation.org).



## **Greenlove Foundation Hydration Station Application Process**

### **2. Decision/Approval of Application**

Your completed application will be reviewed depending on when the application was submitted. If you submitted your application after January 31st, approvals will be announced by the following May. If you submitted your completed application by June 1st, approvals will be announced by October. If the application is approved we will mail our commitment letter for your signature. After we receive your commitment letter we will proceed to make arrangements to order your hydration station. We will also contact you to confirm the details of our "reveal" ceremony.

### **3. Post Installation Matter**

After an approval and after the receipt of your hydration station, please forward to our office your signed "donation acknowledgment" letter.

As always, please do not hesitate to contact us at 401.935.9817 or via email at [info@greenlovefoundation.org](mailto:info@greenlovefoundation.org) if you have any questions or doubts.

Sincerely,

The Greenlove Foundation



DOCUMENT NO. 1

## Greenlove Hydration Station Donation Frequently Asked Questions

### 1. Who is eligible for a Greenlove Water Bottle Filling Station?

Schools, parks, and recreational areas are eligible for a Greenlove Foundation Water Bottle Filling Station donation. For schools that do not already have an environmental educational awareness program in place, our Greenlove Educational Awareness Program is available and applicable to all K-12 schools.

If you think your organization is a good candidate for a Greenlove donation, but doesn't meet our exact criteria, please email us at [info@greenlove.org](mailto:info@greenlove.org).

### 2. How do I apply?

There are 2 ways to obtain a Greenlove hydration station. Please note that before you apply you must first have the approval of your Principal and/or Superintendent's office.

1) Track No. 1 - If your school already has an environmental awareness program including a focus on single use plastic, follow Track #1 (click here to review Track #1 Information) we will ask for you to submit the following with your application

2) Track No. 2 - Alternatively, if your school does not have an environmental awareness program including a reduction of single use plastics, follow Track #2. You may use Greenlove's educational awareness program guide to implement a program at your school. (click here to review Track#2 information)

### 3. What does Greenlove donate?

After an approved application and a signed commitment letter, Greenlove donates a hydration station with a traditional water fountain and a hands free refillable water bottle component. The unit arrives with one filter also donated by Greenlove. Click here for general information on ELKAY's water bottle filling station. Greenlove reserves the rights to donate a different model and make if necessary. (insert spec sheet, pdf)

Greenlove also purchases and donates a plaque to be installed above the hydration station; the plaque acknowledges that the hydration station has been donated by Greenlove, in memory of Kendra L. Bowers (insert picture of the plaque)

### 4. Are there any costs to the school/organization?

The school costs are the cost of installation (if any), and the cost of purchasing future filters and maintaining the unit.

### 5. Where can I buy filters?

Future filters may be purchased through our distributor, Mission Water Co. by contacting Ian Zoundi, [ian@bottlefillingstation.com](mailto:ian@bottlefillingstation.com). You may also locate your own supplier.



#### 6. Who installs the unit?

Generally the installation is done in house under the facilities or maintenance department. Confirm with your school department or organization that they are willing to do the installation.

#### 7. What are Greenlove's responsibilities?

- Commits to purchase and order the unit
- Coordinates shipping and delivery of the hydration station with distributor
- Purchases and arranges delivery of the Greenlove plaque
- Coordinates ceremony date with the school
- Submits a press release

#### 8. What are the school/organization's responsibilities?

- Submit a complete application
- Make arrangements for the installation
- Submit confirmation letter from the facilities department
- Sign commitment letter after approval
- Purchase future filters
- Maintain the unit operable and clean
- Provide a donation acknowledgment letter
- Provide water counts via email to a Greenlove member 3 times per year
- Agree to social media publicity

#### 9. What is the purpose of the ceremony?

To acknowledge the educational efforts by the students and school community and share the Greenlove message. The ceremony is held after the installation. The date and time of the ceremony is coordinated between the school/organization and Greenlove.

#### 10. What are the Warranties on the unit?

The hydration station warranties are those provided by the manufacturer. If you have technical issues you may contact the distributor, Mission Water Co and speak to Ian Zoudi at (855) 558-9600 or email Ian at [Ian@bottlefillingstation.com](mailto:Ian@bottlefillingstation.com).

#### 11. Timeline of Installation

The deadlines to submit an application are: Submit your completed application by January 31st; approvals will be announced by the following May, or submit your completed application by June 1st; approvals will be announced by October.

#### 12. More questions?

If you have more questions, please contact Greenlove at [info@greenlovefoundation](mailto:info@greenlovefoundation) to make arrangements to speak to a Greenlove team member. We are happy to help with any doubts or concerns you have.



DOCUMENT NO. 2  
**Greenlove Hydration Station Application Form**

All applicants, please complete this section.

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Type of Organization:

- School
- Recreational Facility
- Town/City
- Other

Your Role/Title: \_\_\_\_\_

How did you hear about Greenlove? \_\_\_\_\_

If your application was approved:

Would the school's staff be willing to "lead by example"?	Yes	No
Would the school be willing to encourage the school community to follow and support Greenlove?	Yes	No

IF YOU ARE A SCHOOL, PLEASE ANSWER THE FOLLOWING QUESTIONS:

Name of School and Address: \_\_\_\_\_

Population of School: \_\_\_\_\_

Name, Email, and Telephone of Principal or Head of School:  
\_\_\_\_\_

Name, Email, and Telephone of Facilities or Maintenance Director:  
\_\_\_\_\_

Do you have an Environmental Club?  Yes  No  
If No, are you willing to initiate one at your school?  Yes  No

Do you currently have a water bottle filling station?  Yes  No



greenlove

THE KENDRA LINDSAY BOWERS FOUNDATION

If your application was approved:

Would the school's staff be willing to "lead by example"?

Would the school be willing to encourage the school community to follow and support Greenlove?

Please describe in full detail your past, current, and future environmental history, actions, projects:

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---



*greenlove*

THE KENDRA LINDSAY BOWERS FOUNDATION

IF YOU ARE A RECREATIONAL FACILITY, PLEASE ANSWER THE FOLLOWING QUESTIONS:

Name of Facility and Address: \_\_\_\_\_

Name and Email Address of the Recreational Facility Manager and the Maintenance Manager:

\_\_\_\_\_

Describe the facility's space and usage:

\_\_\_\_\_

How many people do you predict will use they hydration station on a weekly basis? Please check only one answer:

- Under 100
- 101-200
- 201-300
- over 300

Please describe fully the reasons/interest for your request:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



*greenlove*

THE KENDRA LINDSAY BOWERS FOUNDATION

IF YOU ARE A TOWN/CITY PLEASE ANSWER THE FOLLOWING QUESTIONS:

Name of Town/City: \_\_\_\_\_

Your Role: \_\_\_\_\_

Please describe where you would like to install the hydration station:

\_\_\_\_\_

How many people do you predict will use they hydration station on a weekly basis? Please check only one answer:

- Under 100
- 101-200
- 201-300
- over 300

Please describe fully the reasons/interest for your request:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





*greenlove*

THE KENDRA LINDSAY BOWERS FOUNDATION

IF YOU ARE "OTHER" PLEASE ANSWER THE FOLLOWING QUESTIONS:

Name and Address of Entity: \_\_\_\_\_

Please describe where you would like to install the hydration station:

\_\_\_\_\_  
\_\_\_\_\_

How many people do you predict will use they hydration station on a weekly basis? Please check only one answer:

- Under 100
- 101-200
- 201-300
- over 300

Please describe fully the reasons/interest for your request:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



*greenlove*

THE KENDRA LINDSAY BOWERS FOUNDATION

### 3. Educational Planning Guide for School-Based Installations



# Greenlove at Your School

Hardwiring the Greenlove mission through your installation

## GreenLove Mission

Taking root from its inspirational spirit, the Greenlove Foundation seeks to **foster and grow** an optimistic, positive and **forward-thinking** sense of **environmental responsibility** and sustainability awareness. Its goals are the establishment and growth of a fund to support initiatives promoting **environmental and sustainability awareness**, and to provide educational scholarships/grants to students pursuing environmental studies.



## Educational Project Planning Guide & Resources

Your toolkit to bring the GreenLove mission alive



### Educate

Engage students with current environmental and sustainability issues



### Empower

Empower student-generated environmental awareness through project-based learning



### Cultivate

Cultivate positive, lifelong habits regarding water health and environmental responsibility


# Project Lifecycle

Designing the best-fit project for your school community

## Pre-Work


Set your school up for success

**1 Leadership**




Determine **academic** and **technical** individuals to lead, build excitement, and serve as a resource for the school community during your project

**2 Timeline**



Plan ahead to best incorporate your Water Filler Installation into your school calendar, ensuring enough time for student-generated content campaigns


**3 Educational Themes**



Select the themes that align with your Water Filling Station goals

*Ex.: Building Healthy Habits, Lifecycle of a Plastic Bottle, Reducing Waste in our School, Resource Conservation, Protect the Environment*

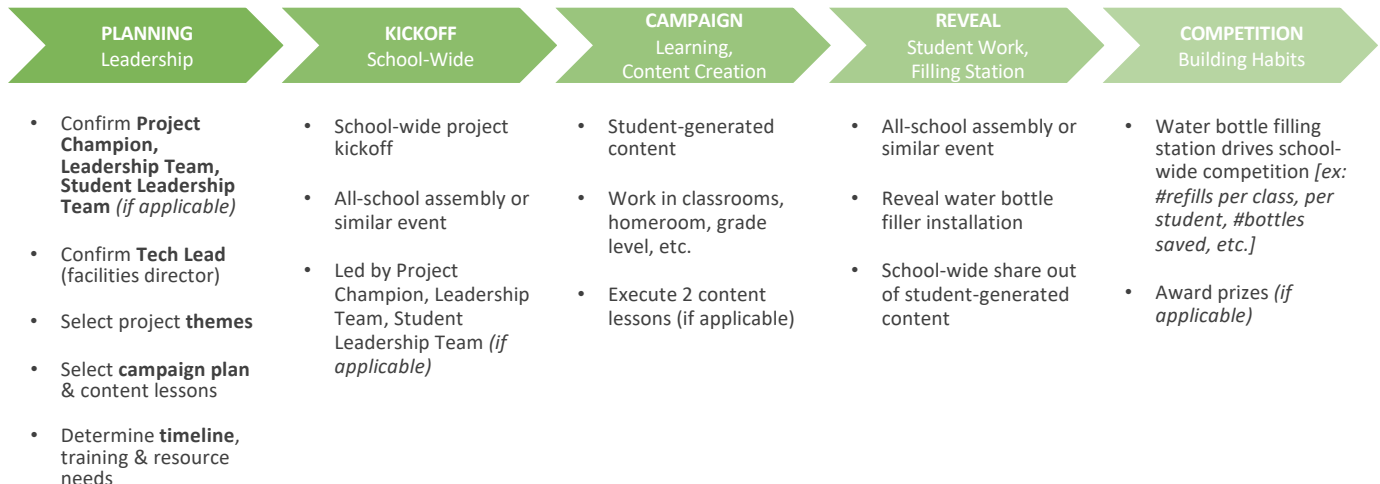
**4 What Else?**



Greenlove Educational Guides provide **ideas** and a **framework** for student-generated content, school-wide excitement for the Filling Station, and opportunities to build healthy habits. **Recipient schools can use as much, or as little, of these ideas as they need!**

## Project Framework

Building to the Big Reveal of your Water Bottle Filling Station



# Pre-Work

---

Gerenlove recommendations for designing the best-fit project for your school community

**Project Champion:** \_\_\_\_\_

- Build campus buy-in
- Build a positive leadership team to support faculty and staff during student-generated content creation campaign
- Work with leadership team to select a “theme” and mission statement for the pre-installation campaign
- Lead Kickoff and Final Assembly

**Leadership Team**

Facilities Director: \_\_\_\_\_

Educational Awareness Lead: \_\_\_\_\_

Other: \_\_\_\_\_

- Support Project Champion to build campus buy-in and execute Kickoff and Final Assembly
- Serve as a resource for faculty and staff during student-generated campaign content creation

**Student Leadership Team**

_____	_____
_____	_____
_____	_____

- Support Project Champion to build campus buy-in and execute Kickoff and Final Assembly
- Serve as a resource for faculty and staff during student-generated campaign content creation
- In elementary setting, “big buddy/role models” or “green police”

**Theme(s)**

*Also consider 1 theme per grade level, homeroom, etc.*

- Building Healthy Habits
- Lifecycle of a Plastic Bottle
- Reducing Waste in our School
- Resource Conservation
- Protect the Environment (review ocean plastic patch, landfills, etc.)
- What else is important at your school?

# Pre-Work

---

Generate recommendations for designing the best-fit project for your school community

## Timeline

- Installation Open: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_
- Reveal (ex: 1 week to display student work): \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_ - \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_
- Campaign work-time (ex: 6 weeks): \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_ - \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_
- Content-based lessons, week of: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_
- Kickoff Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_
- Themes decided by: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_
- Staff and faculty training needed? Y/N
- Staff and faculty training: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_ - \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_
- Other:

# General Framework: Elementary

Designing the best-fit project for your school community

Event	Sample Content
Kickoff	<p>Special Assembly</p> <ul style="list-style-type: none"><li>• Project Champion &amp; leadership team</li><li>• Announce campaign, installation</li><li>• Share campaign example</li></ul>
2 Content Lessons	<ul style="list-style-type: none"><li>• Advisory</li><li>• Homeroom</li><li>• Language Arts class</li><li>• STEM class</li></ul>
<p>Campaign: student-generated content</p> <p><i>[Teacher-guided grade-level appropriate output]</i></p>	<ul style="list-style-type: none"><li>• Class poster</li><li>• Class video</li><li>• PenPal exchange/learn about students w/out potable H2O</li><li>• Water footprint: classes calculate water footprint during a time period, prizes for smallest footprint, greatest % decrease in footprint</li><li>• Artwork from plastic</li><li>• Students choose local, state park, state monument, zoo, national park, etc., write letters to ban SUPB</li></ul>
Final Assembly	<ul style="list-style-type: none"><li>• Assembly</li><li>• Video</li><li>• Campaign share-out</li></ul>
Installation Open	<ul style="list-style-type: none"><li>• Student work displayed around school and/or installation</li><li>• Gallery walk of student posters</li><li>• School-wide vote on favorite poster, etc.</li></ul>
Competition	<ul style="list-style-type: none"><li>• Class-based #water bottles saved</li><li>• Class-based #water refills, etc.</li></ul>

# General Framework: Middle School

Designing the best-fit project for your school community

Event	Sample Content
Kickoff	Special Assembly <ul style="list-style-type: none"> <li>• Project Champion &amp; leadership team</li> <li>• Announce campaign, installation</li> <li>• Share campaign example</li> </ul>
2 Content Lessons	<ul style="list-style-type: none"> <li>• Advisory</li> <li>• Homeroom</li> <li>• Language Arts class</li> <li>• STEM class</li> </ul>
Campaign: student-generated content  <i>[Teacher-guided grade-level appropriate output]</i>	<ul style="list-style-type: none"> <li>• Class poster</li> <li>• Class video</li> <li>• Class skit</li> <li>• PenPal exchange/learn about students w/out potable H2O</li> <li>• Water footprint: students/classes calculate water footprint over X time, prizes for smallest footprint, greatest % decrease in footprint, etc.</li> <li>• Shower curtain watershed: build watershed on shower curtain; water simulates rain moving through watershed. Goal is most realistic watershed.</li> <li>• Students choose local, state park, state monument, zoo, national park, etc., write letters to ban SUPB</li> </ul>
Final Assembly	<ul style="list-style-type: none"> <li>• Assembly</li> <li>• Video</li> <li>• Campaign share-out</li> </ul>
Installation Open	<ul style="list-style-type: none"> <li>• Student work around school and/or installation</li> </ul>
Competition	<ul style="list-style-type: none"> <li>• Class-based #water bottles saved</li> <li>• Model Town Council: Study Clean Ocean Access' success banning SUPBs. In Model UN-style council, students argue for/against banning SUPB. Students on town council vote on passing ordinance.</li> </ul>



# General Framework: High School

Designing the best-fit project for your school community

Event	Sample Content
Kickoff	Special Assembly <ul style="list-style-type: none"> <li>• Project Champion &amp; leadership team</li> <li>• Announce campaign, installation</li> <li>• Share campaign example</li> </ul>
2 Content Lessons	<ul style="list-style-type: none"> <li>• Advisory</li> <li>• Homeroom</li> <li>• Language Arts class</li> <li>• STEM class</li> </ul>
Campaign: student-generated content  <i>[Teacher-guided grade-level appropriate output]</i>	<ul style="list-style-type: none"> <li>• Bathroom door/hallway posters</li> <li>• Skits on video</li> <li>• Posters w/QR code to skit videos</li> <li>• PenPal exchange/learn about students w/out potable H2O</li> <li>• Water footprint: students/classes calculate water footprint over Xtime, prizes for smallest footprint, greatest % decrease in footprint, etc.</li> <li>• Shower curtain watershed: build watershed on shower curtain; water simulates rain moving through watershed. Goal is most realistic watershed.</li> <li>• Students choose local, state park, state monument, zoo, national park, etc., write letters to ban SUPB</li> <li>• Model Town Council: Study Clean Ocean Access' success banning SUPBs. In Model UN-style council, students argue for/against banning SUPB. Students on town council vote on passing ordinance</li> </ul>
Final Assembly	<ul style="list-style-type: none"> <li>• Assembly</li> <li>• Video</li> <li>• Campaign share-out</li> </ul>
Installation Open	<ul style="list-style-type: none"> <li>• Student work around school and/or installation</li> </ul>
Competition	<ul style="list-style-type: none"> <li>• Class-based #water bottles saved</li> <li>• "Assassin-style" game for use of plastic</li> </ul>

# Resources & Examples

Designing the best-fit project for your school community

Type	Sample Content
Skits	<ul style="list-style-type: none"><li>• <b>The Blue Traveler</b> - showing the lifecycle of a water droplet through the water cycle. One student dresses in blue and they are the water droplet. Other students dress as clouds, sun, mountains, farm animals, people...etc.</li><li>• <b>Refilling Station vs Fountain</b> - two people show the pros of using a water bottle refilling station and the cons of using a water fountain. Topics to cover: Parks and Rec fountain drinking, ease/speed of filling bottle.</li><li>• <b>Infomercial - tips for living with less plastic:</b> in the style of an infomercial two or more people illustrate how to live with less plastic with tips like: bring your own shopping bag, carry a reusable water bottle, pack lunch in reusables, say no to disposable straws and cutlery, skip the plastic produce bags, dine in (don't take out), store leftovers in glass jars, clean home w natural ingredients, swap bathroom bottles for soap bars, use natural oils to cleans &amp; moisturize, invest in stainless steal razor, choose plastic free natural deodorant, brush w bamboo, avoid synthetic clothes, request plastic free packaging and buy local.</li></ul>
Posters	<ul style="list-style-type: none"><li>• Contextualize the amount of freshwater on the planet</li><li>• Take Action Poster ("I will... shop with my own bags, use a water bottle, take shorter showers")</li><li>• Picture of a town with wise water users and unwise water users</li><li>• Blue traveler (same as above)/Watercycle/Watersheds</li><li>• Individual or class water footprint poster</li><li>• What we use plastic for and where it goes</li><li>• Scale of plastic waste</li><li>• Tips for living with less plastic (same as above)</li></ul>

# Resources & Examples

---

Designing the best-fit project for your school community

Type	Sample Content
Additional Resources	<ul style="list-style-type: none"><li>• <a href="http://LessPlastic.co.uk">LessPlastic.co.uk</a></li><li>• <a href="http://Discoverwater.org">Discoverwater.org</a> (wise water users, blue traveler, amount of freshwater)</li><li>• <a href="#">Project Wet</a> (water footprint): water education for Teachers</li><li>• <a href="#">PlasticAdrift</a> (what happens to plastic in ocean)</li><li>• <a href="#">What really happens to the plastic you throw away: the lifecycle of a plastic bottle</a></li><li>• <a href="#">BantheBottle</a></li><li>• <a href="#">Colleges</a> that have banned plastic bottles</li><li>• Plastic Bottle Art Work at VM <a href="#">state house</a></li><li>• Parks and Rec <a href="#">water fountain</a></li><li>• Michelle Obama/Heat <a href="#">drinking water</a></li><li>• Letter campaign: Shawshank redemption</li><li>• <a href="#">I'm just a bill</a></li><li>• Kid President</li><li>• Let's <a href="#">Move</a></li><li>• What we use plastic for and where it <a href="#">goes</a></li><li>• Ted Talk on plastic <a href="#">lifecycle</a></li></ul>



DOCUMENT NO. 4  
**Sample Facilities Letter**

(Please print and prepare letter on the school/organization's letterhead)

Date: \_\_\_\_\_

Greenlove Foundation  
P O Box 3596  
Newport RI 02840

RE: Confirmation from the Facilities/Maintenance Dept. re Installation of WBFS

Dear Greenlove Foundation:

This letter serves to confirm that I, \_\_\_\_\_, from the school/organization \_\_\_\_\_, have I read all the pertinent information on the water bottle filling station, ELKAY Model, Number \_\_\_\_\_, including ELKAY'S specification sheet, the technical information sheet, and the installation instructions provided. I also confirm that the site selected can meet the installation requirements and that the water bottle filling station installation is viable.

Sincerely,

\_\_\_\_\_  
Facilities Director/Maintenance/Plumber Name

\_\_\_\_\_  
Title



DOCUMENT NO. 5  
**Written Summary of Environmental Activities  
and Reason for WBFS Application**

Please write to the Greenlove Board the reasons for your application. Also include a summary of the environmental activities the school has implemented in the past; please also include any future environmental plans.

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

Continue on back of page if necessary.



*greenlove*

THE KENDRA LINDSAY BOWERS FOUNDATION

DOCUMENT NO. 6  
**Commitment Agreement**

THIS SAMPLE COMMITMENT LETTER IS FOR YOUR REVIEW AND KNOWLEDGE ONLY.  
A FINAL COPY WILL BE FORWARDED UPON APPROVAL OF YOUR APPLICATION.

Date \_\_\_\_\_

Mr/Mrs \_\_\_\_\_

School \_\_\_\_\_

Dear Ms./Mr./Mrs. \_\_\_\_\_

Congratulations! Your Greenlove hydration station application has been approved. We are excited about our partnership to be environmental stewards and to jointly help reduce the detrimental impact on our environment of single use water bottles. Thank you for supporting and joining our efforts to protect our Earth in memory of Kendra L. Bowers, the inspiration behind our mission.

This letter serves as our agreement in connection to Greenlove's hydration station donation. We would appreciate if you would please read, sign and return to us at your earliest convenience. After we receive your signed copy we will proceed with ordering the hydration station and continuing with the process to have the unit installed at your school or organization. Please contact us if you have any questions about any of the matters below.

Donation

Greenlove has offered to donate an ELKAY water bottle filling station ("WBFS"), a filtered ADA compliant bottle filler. The WBFS includes a traditional water fountain and a sensor operated hands free water bottle filling dispenser. Among other features, it includes a filter and a filter status light alerting the time to change the filter. The bottle filler also counts how many bottles have been saved by waste.

Installation

The school agrees to install the hydration unit following the manufacturer's installation instructions which were previously provided. The school also confirms that the facilities or maintenance department has read the specification sheet, the technical information sheet, and the installation instructions provided, has evaluated the selected site and confirms that the water bottle filling station installation is viable in the selected site.

Maintenance & Repairs

The school agrees to maintain the unit in operable condition and clean, and to purchase future filters as required. The school understands that it is critical that the filter be changed when required to minimize any health risks. More information and specs on the bottle filler can be found in the ELKAY materials provided to you.



Warranties

The school/organization acknowledges that warranties on the hydration station are those provided by the manufacturer. Greenlove does not provide any warranties, express or implied.

Water Count Reporting/Testimonials

Once the installation is complete and the school community has had the opportunity to use the station for a period of time, a Greenlove member will contact the school to ask how beneficial and impactful the water station has been. Greenlove collects data three times a year. The school agrees to provide the name and email address of the person who can provide the counts and feedback or testimonials.

Partnership

As part of this commitment the school/organization agrees to promote the Greenlove installation where appropriate in future communication to the school community at large. Greenlove would also appreciate if the school would encourage the school community as a whole, including staff, parents, and students to follow Greenlove on their social media platforms and sign up to receive our newsletters

Acknowledgement Letter

For required recordkeeping purposes, Greenlove requires a letter from the school acknowledging the donation; the letter should be on school letterhead, addressed to Greenlove, stating the cost of of the hydration station; the amount will be confirmed by Greenlove.

Terms agreed to and accepted, on this date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name



*greenlove*

THE KENDRA LINDSAY BOWERS FOUNDATION

DOCUMENT NO. 7

## Donation Acknowledgement Letter

THE ACKNOWLEDGMENT DONATION IS FOR REQUIRED RECORD KEEPING. PLEASE WRITE THE LETTER ON THE SCHOOL/ORGANIZATION'S LETTERHEAD ADDRESSED AND MAILED TO GREENLOVE AS SHOWN BELOW. YOU MAY ADD TO THE LETTER AS YOU WISH. THE VALUE OF THE WBFS WILL BE PROVIDED.

Date \_\_\_\_\_

The Greenlove Foundation  
PO Box 3596  
Newport, RI 02840

TO WHOM IT MAY CONCERN:

I, \_\_\_\_\_, confirm that \_\_\_\_\_ school/organization received a donation from the Greenlove Foundation in the form of an ELKAY water bottle filling station valued in the amount of \$\_\_\_\_\_ including shipping.

Sincerely,

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title





greenlove  
THE KENDRA LINDSAY BOWERS FOUNDATION

## DOCUMENT NO. 8 ELKAY Hydration Station Specifications

### ELKAY® SPECIFICATIONS

Elkay Enhanced EZH2O® Bottle Filling Station & Single ADA Cooler  
Filtered 8 GPH Stainless  
**Model LZS8WSSP**

#### PRODUCT SPECIFICATIONS

Elkay Enhanced EZH2O® Bottle Filling Station & Single ADA Cooler, Filtered 8 GPH Stainless. Chilling Capacity of 8.0 GPH (gallons per hour) of 50° F drinking water, based on 80° F inlet water and 90° F ambient, per ASHRAE 18 testing. Features shall include Hands-Free®, Visual Filter Monitor, Automatic Filter Status Reset, Filtered, Energy Savings, Green Ticker™, Laminar Flow, Antimicrobial, Real Drain. Furnished with FlexiGuard Safety™ bubbler. Electronic Bottle Filler Sensor With Electronic Front And Side Bubbler Pushbar activation. Product shall be Wall Mount (On-Wall), for indoor applications, serving 1 station(s). Unit shall be lead-free design which is certified to NSF/ANSI 61 & 372 (lead free) and meets Federal and State low-lead requirements.

<b>Special Features:</b>	Hands-Free®, Visual Filter Monitor, Automatic Filter Status Reset, Filtered, Energy Savings, Green Ticker™, Laminar Flow, Antimicrobial, Real Drain
<b>Finish:</b>	Stainless Steel
<b>Power:</b>	115V/60Hz
<b>Bubbler Style:</b>	FlexiGuard Safety™
<b>Activation by:</b>	Electronic Bottle Filler Sensor With Electronic Front And Side Bubbler Pushbar
<b>Mounting Type:</b>	Wall Mount (On-Wall)
<b>Chilling Option*:</b>	8.0 GPH
<b>Full Load Amps</b>	5
<b>Rated Watts:</b>	370
<b>Dimensions (L x W x H):</b>	18-3/8" x 19" x 39-7/16"
<b>Approx. Shipping Weight:</b>	85 lbs.
<b>Installation Location:</b>	Indoor
<b>No. of Stations Served:</b>	1

\*Based on 80° F inlet water & 90° F ambient air temp for 50° F chilled drinking water.

**Special Note:** One Box Packaging



AMERICAN PRIDE. A LIFETIME TRADITION.  
Like your family, the Elkay family has values and traditions that endure. For almost a century, Elkay has been a family-owned and operated company, providing thousands of jobs that support our families and communities.



**Included with Product:** Bottle Filler, Water Cooler, Filter (LZS8WSSP)

#### PRODUCT COMPLIANCE

ADA  
Buy American Act  
GreenSpec®  
NSF/ANSI 42, 53, 61, and 372 (lead free)  
UL 399



[Installation Instructions \(PDF\)](#)

**5 Year Limited Warranty** on the refrigeration system of the unit. Electrical components and water system are warranted for 12 months from date of installation. **Warranty pertains to drinking water applications only. Non-drinking water applications are not covered under warranty.**

[Warranty \(PDF\)](#)

#### OPTIONAL ACCESSORIES

51300C - WaterSentry® Plus Replacement Filter (Bottle Fillers)
WSF6000R-2PK - WaterSentry® Fresh 6000 CTO Filter - Replacement (2pack)
MLP100 - Accessory - In Wall Carrier (Single)
LKAPREZL - Accessory - Cane Apron for EZ

PART: \_\_\_\_\_ QTY: \_\_\_\_\_

PROJECT: \_\_\_\_\_

CONTACT: \_\_\_\_\_

DATE: \_\_\_\_\_

NOTES: \_\_\_\_\_

APPROVAL: \_\_\_\_\_

*In keeping with our policy of continuing product improvement, Elkay reserves the right to change product specifications without notice. Please visit elkay.com for the most current version of Elkay product specification sheets. This specification describes an Elkay product with design, quality, and functional benefits to the user. When making a comparison of other producers' offerings, be certain these features are not overlooked.*

Elkay REV 04292017  
[LZS8WSSP](#)

2222 Camden Court  
Oak Brook, IL 60523

© 2017 Page 1 of 3  
LZS8WSSP\_spec.pdf

- Touchless, sensor-activation, designed for easy use.
- Visual Filter Monitor: LED Filter Status Indicator for when filter change is necessary.
- Filter is certified to NSF 42 and 53 for lead, particulate, chlorine, taste and odor reduction. 3,000 gal. capacity.
- Energy-Savings Feature - allowing for the refrigeration to be powered off when not in use.
- Green Ticker: Informs user of number of 20 oz. plastic water bottles saved from waste.
- Laminar flow provides clean fill with minimal splash.
- Silver Ion Antimicrobial protection on key plastic components to inhibit the growth of mold and mildew.
- Real Drain System eliminates standing water.
- Exclusive Flexi-Guard® Safety Bubbler: Innovative design utilizes a pliable polyester elastomer to prevent accidental mouth injuries. Flexes on impact, then returns to original position. Strong. Abrasion-resistant. Anti-sweat. Keyed in location to prevent rotation.

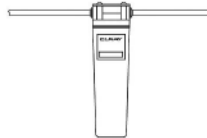
**COOLING SYSTEM**

- Compressor: Hermetically-sealed, reciprocating type, single phase. Sealed-in lifetime lubrication.
- Condenser: Fan cooled, copper tube with aluminum fins. Fan motor is permanently lubricated.
- Cooling Unit: Combination tube-tank type. Continuous copper tubing with is fully insulated with EPS foam that meets UL requirements for self-extinguishing material.
- Refrigerant Control: Refrigerant R-134a is controlled by accurately calibrated capillary tube.
- Temperature Control: Easily accessible enclosed adjustable thermostat is factory preset. Requires no adjustment other than for altitude requirements.

*In keeping with our policy of continuing product improvement, Elkay reserves the right to change product specifications without notice. Please visit [elkay.com](http://elkay.com) for the most current version of Elkay product specification sheets. This specification describes an Elkay product with design, quality, and functional benefits to the user. When making a comparison of other producers' offerings, be certain these features are not overlooked.*

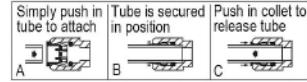
**IMPORTANT!  
INSTALLER PLEASE NOTE:**

The grounding of electrical equipment such as telephone, computers, etc., to water lines is a common procedure. This grounding may be in the building or may occur away from the building. This grounding can cause electrical feedback into a water cooler, creating an electrolysis which causes a metallic taste or causes an increase in the metal content of the water. This condition is avoidable by using the proper materials as indicated below. The drain fittings which are provided by the installer should also be plastic to electrically isolate the cooler from the building plumbing system.

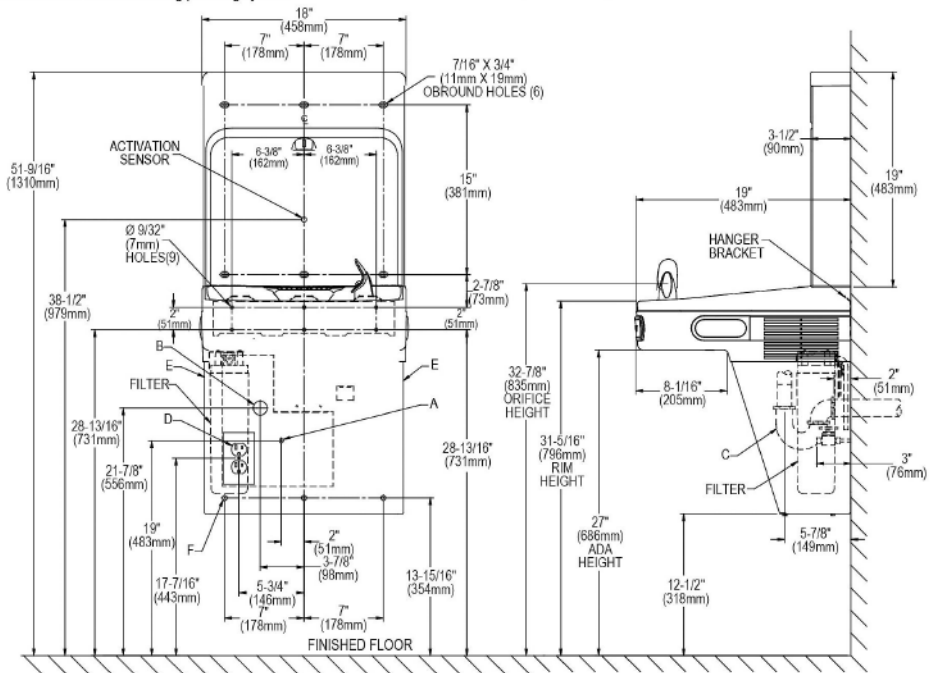


WaterSentry<sup>®</sup> Plus Filter System

**OPERATION OF QUICK CONNECT FITTINGS**



Pushing tube in before pulling it out helps to release tube



REDUCE HEIGHT BY 3 INCHES FOR INSTALLATION OF CHILDRENS ADA COOLER

**LEGEND:**

- A = Recommended Water Supply location. Shut-off Valve (not furnished) to accept 3/8" O.D. unplated copper tube. Up to 3" (76mm) maximum cut from wall.
- B = Recommended Waste Outlet location. To accommodate 1-1/4" nominal drain. Drain stub 2" (51mm) out from wall.
- C = 1-1/4" Trap (not furnished).
- D = Electrical Supply (3) Wire Recessed Box Duplex Outlet.
- E = Insure proper ventilation by maintaining 6" (152mm) minimum clearance from cabinet louvers to wall.
- F = 7/16" (11mm) Bolt Holes for fastening to wall.

Note : New Installations Must Use Ground Fault Circuit Interrupter (GFCI).

*In keeping with our policy of continuing product improvement, Elkay reserves the right to change product specifications without notice. Please visit [elkay.com](http://elkay.com) for the most current version of Elkay product specification sheets. This specification describes an Elkay product with design, quality, and functional benefits to the user. When making a comparison of other producers' offerings, be certain these features are not overlooked.*