

# DEPARTMENT OF ENVIRONMENTAL QUALITY'S REQUEST TO THE GREEN CHEMISTRY SUPPORT ROUNDTABLE

## Background

Executive Directive No. 2006-6 (Directive) establishes a Green Chemistry Roundtable (Roundtable) and a Green Chemistry Program (Program). A Roundtable is established that will advise the Department of Environmental Quality (DEQ) on the structure of a Program and the means for which it will carry out its principal duties, as articulated in the Directive.

Prior to the Roundtable's formation, the DEQ consulted with various stakeholder groups regarding action items and priorities. The document entitled "Advancing Green Chemistry: An Action Plan for Michigan Green Chemistry Research, Development, and Education" (Action Plan) was an outcome of those discussions. This Action Plan lays out a course and timeline for building the Program and making it sustainable.

## Request

With this in mind, the DEQ requests that the Roundtable establish two workgroups to undertake the next steps of the Program. The first workgroup will propose the parameters of the Program, and the metrics and means for measuring success. The second workgroup will advise the DEQ on the subject matter for a conference or symposium on green chemistry. It will also develop criteria for a Green Chemistry Award Program.

The DEQ has decided not to charge the workgroups with the proposed recommendation to create a green chemistry "brand," at this time. We believe it would be prudent to allow the workgroups to fulfill their charge and discuss their recommendations with the Roundtable first. Once we have clarification on the direction and scope of the program and structure for a conference and award program, we will revisit the "brand/identity" issue.

## Charge

### Workgroup No. 1

This workgroup will address Actions 1 and 2 in the Action Plan in the following order of priority.

Action 1: "Define the Scope and Priorities of the Green Chemistry Program"

For this action, the DEQ requests the workgroup to develop a proposal that defines:

- The objectives of the program;
- The activities of the program;
- Boundaries for the activities undertaken by the program; and
- The metrics and means for measuring success.

Action 2: "Build a Resource Clearinghouse for Green Chemistry Activities in the State"

For this action, the DEQ is requesting the workgroup to:

- Draft a statement of work (SOW) for a request for proposals (RFP) to establish and operate an information clearinghouse, which will collect and disseminate information on green chemistry research, development, technology transfer, events, and individuals and organizations with expertise in green chemistry. The SOW should address the types of information collected, how the information is organized, method for disseminating the information, and the frequency and means for how the information will be updated.

Workgroup No. 2

This workgroup will address Actions 3, 5, and 6 in the Action Plan in the following order of priority.

Action 3: "Build support and commitment to advance Green Chemistry in Michigan"

For this action, the DEQ is requesting the workgroup to:

- Meet with constituencies to validate actions and priorities of the Michigan Green Chemistry Program;
- Identify and implement opportunities to inform and educate the general public on the importance of Green Chemistry; and
- Engage industry in committing to developing Green Chemistry plans.

Action 5: "Hold a Green Chemistry Research and Education Conference/Symposium"

For this action, the DEQ is requesting the workgroup to identify:

- The subject matter, objective, audience, and timeframe for a green chemistry conference or symposium;
- Potential partners and financial (or in-kind) supporters for a conference/symposium;
- Actions it should take post-conference/symposium to create public interest and support for green chemistry; and
- Actions it should take to communicate information to stakeholders pre- and post-conference/symposium.

Action 6: "Develop an Annual Green Chemistry Award Program"

For this action, the DEQ is requesting the workgroup to:

- Develop criteria for a Green Chemistry Award Program and propose categories awards (i.e., certificate, plaque, gift, or monetary);
- Determine the actions it should take post-conference/symposium to create public interest and participation in a Green Chemistry Award Program; and
- Identify potential partners and financial (or in-kind) supporters to provide financial support and/or to subsidize the awards and ceremony.

**Process**

The DEQ requests that the workgroups complete their assignments by March 31, 2009. The workgroups can structure the process for their charge as they see fit. A workshop may consult with, or invite individuals not associated with the Roundtable to participate on a workgroup. The DEQ will provide resources, where possible, to assist the workgroups.