



General Information:

Business Name: _____

Contact Person: _____

Phone: _____ **Application Date:** _____

Email: _____

Mailing Address: _____

Number of Employees: _____ **Total Score:** ___/100

Type of Business: _____

Are you a tenant or does the business own the building? _____

REQUIREMENTS: Check each box when you have met the listed requirement.

To earn **BRONZE** recognition, you must **total at least 25 points**.

To earn **SILVER** recognition, you must **total at least 40 points**.

To earn **GOLD** recognition, you must **total at least 55 points**.

Please check the boxes below if you are implementing these practices **regularly**.

Category I – Solid Waste Prevention **Score:** ___/10

- Implement Electronic Distribution programs by reducing copying, printing and bulk mail, printing two-sided (when possible) 1 point
- Reuse packaging and shipping materials 1 point
- Offer reusable shopping bags and/or discounts for those who use them 1 point
- Use reusable instead of disposable products: coffee cups, filters, dishes, silverware, towels, boxes, bags, containers 2 points
- Install motion towel dispensers or air dryers near all sinks 1 point
- Compost food/organic waste or reuse as livestock feed 3 points
- Other _____ 1 point

Category II – Recycling

Score: ___/8

- Recycle paper/cardboard, glass, plastic containers, aluminum and other materials 1 point
- Recycle plastic film/bags 1 point
- Recycle pallets, pallet wrap, and any other wood debris 1 point
- Recycle toner and inkjet cartridges 1 points
- Recycle used cooking oil 1 points
- Recycle used motor oil 1 point
- Recycle outdated electronics (computers, printers, etc), light bulbs and batteries 1 point
- Other_____ 1 point

Category III – Purchasing

Score: ___/6

- Use recycled copy paper, letterheads, and business cards 1 point
- Purchase and use safer, more eco-friendly alternatives for janitorial, and/or facility maintenance (Green Seal products) Brands_____ 1 point
- Purchase recycled/re-manufactured toner cartridges 1 point
- Purchase materials and supplies locally to reduce transportation 1 point
- Purchase reusable, recyclable or compostable to go packaging/containers 1 point
- Other_____ 1 point

Category IV – Energy

Score: ___/38

- Perform an energy audit/profile through Xcel or Energy Smart/MN Chamber of Commerce or other 5 points
- Execute actions from energy audit. Please describe_____ 5 points



- Track energy usage, such as using Energy Star Portfolio Manager 4 points
 - Replace incandescent bulbs with energy efficient fluorescent or LED bulbs 2 points
 - Use motion sensors, timers, or other controls in appropriate rooms 2 points
 - Use “Energy Star” equipment 2 points
 - Get an HVAC tune-up or refrigeration tune-up 1 points
 - Set all computers to energy saving modes each day 5 points
 - Reduce plug loads in common areas (break room, office equipment room) such as using smart power strips or turning off all unused equipment. Describe_____ 5 points
-
- Use renewable energy (solar, wind or biodiesel/biomass) 4 points
 - Install programmable setback thermostats on HVAC equipment 2 points
 - Other_____ 1 point

Category V – Landscaping & Water Conservation

Score:___/14

- Plant pollinator/butterfly friendly vegetation/native species 2 points
- Use low/non toxicity herbicide Brand_____ 1 point
- Use compost as a natural means to augment soil, help improve drought resistance, reduce erosion, and sequester carbon 1 point
- Create rain gardens 2 points
- Install low-water or no-water landscaping & infiltrate storm water on-site 2 points
- Use 100% water efficient fixtures such as those certified by WaterSense 2 points
- Install water sensors on irrigation systems 1 point
- Comply with road/sidewalk salt reduction guidelines, contract with a certified salt applicator for snow/ice removal 3 points



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Category VI – Involve employees & customers in greening your business. Score: ___/10

- Establish a “green committee” of employees to make the green business plan 3 points
- Provide training for employees on implementing green business practices 3 points
- Institute resource reduction incentives or contests 1 point
- Encourage “green” practices by your customers (shopping bags, promotions) 1 point
- Participate in local clean-up event (Adopt-A-Road, Adopt-A-Sewer Drain, etc.) 1 point
- Other _____ 1 point

Category VII – Transportation Score: ___/ 10

- Use tele or web conferences instead of traveling for face-to-face meetings 2 points
- Use hybrid or alternative fuel vehicles on company vehicles 3 points
- Install or use Bike racks for your employees or customers 1 point
- Provide EV charging stations 2 points
- Establish a no idling policy 1 point
- Other _____ 1 point

Category VIII – Miscellaneous Score:___/4

- Pass this application or information about this program on to another business. Please provide business name and contact _____ 2 points
- Specify how your building qualifies for green building certifications. _____ 1 point
- Is your business a B Corp? 1 point



Category IX – Tell us your story

Do you have a brief story regarding “green” actions that you have taken or are working on and why, that we can share? Explain

Category X – How can we help?

Are there areas you need help improving on to achieve becoming a Sustainable Business?

I would like more information about _____

Questions/ comments _____

