

2015 St. Louis Green Business Challenge Champions Scorecard

Company Name: _____

Address of Site Location: _____

Number of Employees at Site Location: _____

Square Feet of Office Space at Site Location: _____

Primary Green Business Challenge Contact (Name, Title, Email below): _____

Secondary Green Business Challenge Contact (Name, Title, Email below): _____

Owner* or Tenant: _____

* Owner Designation: the business can adjust their workspace and property without property manager engagement.

Scorecard Due December 4

Category	Final Score
High Performance	0
Biodiversity	0
Other Champion Points	0
Mini-Challenges	0
Innovations	0
Company Case Study	0
Final Score	0

Subject to review by Challenge staff, BONUS POINTS are available for:
Case Study of this year's accomplishments and innovations (template provided) - 3 points
Innovations - Submit claims as attachment to final scorecard - 15 possible points
1 point = Exemplary internal measure in pilot phase
2 points = Fully implemented exemplary measure having internal (within company) impact
3 points = Fully implemented exemplary measure across the company with conservation and education ramifications beyond company operations
 Innovation point claims may be for exemplary performance in a scorecard measure or for sustainability efforts unique to your business.



Visit www.stlouisgreenchallenge.com for scorecard resources



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ACTION	Points Available	Points Earned by Dec. 4
Prerequisites		
1. Engage with High Performance Building Scorecard	205	0
2. Engage with Biodiversity Scorecard	170	0
Advancing the Challenge 30		
4. Recruit new Challenge participants (5 points per new company up to 4 recruits)	20	
5. Promote participation in the St. Louis Green Business Challenge to your clients through stories in external media: newsletter, website, news stories (5 pts). Share copies w/ Challenge staff (5 pts)	10	
6. Provide a written or video case study describing innovative sustainability accomplishment	10	
7. Serve as a mentor to another Challenge participant. Challenge staff establishes mentoring relationships.	10	
Advancing Community Sustainability 40		
8. Sponsor (cash or in-kind) or send volunteers to community-wide sustainability events (2 points per event up to 5 events)	10	
9. Share business-Greening strategies by powerpoints, documents, case study, or presentations about:		
9a. Increasing sustainable practices of suppliers and vendors	10	
9b. Innovative employee education program about sustainability in the workplace	10	
9c. Innovative employee education program about sustainability at home	10	
Advancing Your Company's Performance 145		
10. Complete a Greenhouse Gas Inventory (GGI) of direct energy consumption, fleet usage+ employee commuting and travel. (10 pts) Consider scheduling a SWIC student to conduct your GGI - email Marcia.Lochmann@swid.edu. (5 pts)	15	
10a. Submit brief description of GGI tool used, evaluation/recommendation of ease of use.	5	
11. Pledge to reduce Greenhouse Gas Emissions by 25% by 2020	5	
12. Display St. Louis Clean Air Partnership Alert Day Signs during Ozone Season and communicate alerts to all employees. Strategy: designate Clean Air Coordinator; register contact w/Challenge staff.	5	
13. Implement and share one Greenhouse Gas Reduction Strategy	10	
14. Increase by 10% the number of employees who commute to work by carpool, transit, walk, or bicycle. Use Transportation Survey Template available from Challenge staff - or participate in Shift Your Commute Mini-Challenge to earn additional points!	10	
15. Participate in Project Clear with MSD or independantly reduce stormwater runoff from property through native plantings, rain gardens or pervious pavement	10	
16. Achieve 25% reduction in waste over the year (5pts); 26-50% (10 pts); 51-75% (15 pts); 75+ (20 pts)	20	
17. Share utility energy efficiency incentives information with employees (e.g. Ameren Act On Energy, Laclede Gas Home Performance with ENERGY STAR, Set the PACE St. Louis, etc.)	5	
18. Reduce energy bill costs by 10% from last year (elec+nat. gas) (10 pts); by 11% to 25% (15 pts); 26% to 50% (20 pts); 51+ (30 pts)	30	

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19. Share energy reduction strategies by powerpoints, documents, case study, etc.	10	
20. Reduce Heat Island Effect by updating to white roof or green roof	10	
21. Increase by 5% the amount of renewable energy used or offset energy use by 5% through purchased credits.	10	
Total Available Points	590	0

Category	HIGH PERFORMANCE BUILDING INITIATIVE - 2015 ACTIVITY	Points Available	Points Achieved by Dec. 4
ENERGY STAR 1.1	View webinar from ENERGY STAR web library available at www.energystar.gov/buildings/training .	5	
ENERGY STAR 1.2	Enroll your company's building in the 25x20 Benchmarking Pledge of the St. Louis High Performance Building Initiative. Enroll at www.25x20.org	5	
ENERGY STAR 1.3	Benchmark your building in Portfolio Manager or get your building owner to benchmark	10	
ENERGY STAR 1.4	Submit your annual benchmarking data to the STL HPBI 25 x 20 Campaign via ENERGY STAR Portfolio Manager to help measure the region's energy reduction progress. Submit to www.25x20.org	15	
ENERGY STAR 1.5	Take advantage of energy efficiency incentives offered by Ameren BizSavers or Laclede Gas Company	10	
ENERGY STAR 1.6	Enter your building in the U.S. EPA National Building Competition 2015 (deadline May 31, 2015)	10	
ENERGY STAR 1.7	Earn ENERGY STAR Label for 2015: Benchmark score 75-85 (15pts); 86-95 (25 pts); 96-100 (30 pts)	30	
Total ENERGY STAR Points		85	0
LEED 1.1	Attend USGBC - Missouri Gateway Chapter LEED program (e.g on ASHRAE 90.1, LEED v4 and/or the LEED v4 Lunch n' LEED series). <i>Visit www.usgbc-mogateway.org for schedule.</i>	5	
LEED 1.2	Register project/building for LEED Certification: LEED-EBOM, LEED-CI, LEED-NC, LEED-CS, or LEED-ND	10	
LEED 1.3	Complete charrette/point analysis of possible LEED project. <i>Obtain LEED checklist(s) from Challenge staff.</i>	10	
LEED 1.4	Achieve LEED Certification in 2015: Certification (20 pts), Silver (30 pts), Gold (40 pts), Platinum (50 pts)	50	
Total LEED Points		75	0
Sustainable SITES 1.1	View/Read overview presentation on Sustainable SITES (http://sustainable-sites.org/education/learnmore/snapshot)	5	
Sustainable SITES 1.2	Complete draft charrette/point analysis from Sustainable SITES - version 2. <i>Obtain SITES checklist from Challenge staff.</i> Note on SITES Registration: If SITES v2 project registration becomes available during the 2015 Challenge, points will be added to this section to recognize SITES v2 participation.	10	
Total Sustainable SITES Points		15	0
Mentoring 1.1	Attend a meeting on high performing buildings organized by STL High Performance Building Initiative. <i>Find events listing at www.stlhighperformbldg.org.</i>	5	
Mentoring 1.2	Share company success story on your high performing workspace or building to be posted on STL HPBI website.	10	
Mentoring 1.3	Assist another company, non-profit organization, or religious institution with benchmarking their building or provide mentoring to assist in energy efficiency strategies. Note on Mentoring Rules: Mentors should only provide advice on the ENERGY STAR, LEED or SITES processes and applications and not provide the same level of time and resources that a professional engineer/consulting would provide. Please provide documentation on number of meeting/contacts and topics.	15	
Total Mentoring Points		30	0
Total HIGH PERFORMANCE Points		205	0

BETTER BUSINESS THROUGH BIODIVERSITY - 2015

1 1. Educate Company Personnel About Biodiversity Importance & Potentials				
Awareness Purpose: <i>Explorations of Biodiversity are new in our region, but learning opportunities are sprouting up from many organizations. Local to international resources increasingly document the business case for Biodiversity engagement. Individuals' at-home practices offer valuable peer-to-peer learning options.</i>				
	Activity	Options	Points Available	Final Points - Dec. 4
1.1	Attend Biodiversity seminar or training, report back to your Green Team (1pt per event attended, up to 5).	Challenge-sponsored seminar or field trip; presentations hosted by MOBOT, Shaw Nature Reserve, MO Dept of Conservation, USGBC, other sources. For resources see www.BiodiverseCitySTL.org	5	
1.2	Host a Biodiversity organization's presentation at your company.	Speakers available from Missouri Botanical Garden, St. Louis Audubon, Grow Native! etc.	5	
1.3	Host an internal Biodiversity presentation and discussion.	Learn from fellow employees' experience with Biodiversity practices.	5	
1. Biodiversity Education Total Points			15	0
2 2. Analyze Company Landholdings and/or Adjacent Property Features				
Awareness Purpose: <i>Mapping tools build awareness and help with data generation.</i>				
	Activity	Options	Points Available	Final Points - Dec. 4
2.1	Generate site map that includes all features of your site (hardscape and natural): building area, parking lots, sidewalk, and other pavement areas (hardscape); conventional turf, naturalized areas, water flow locations, topography (hills and valleys), nearby wildlife corridor(s).	Secure pre-existing property map; OR Hand sketch property, including location and approximate size of main features; OR Use Google Earth or online public GIS files to determine property boundaries for mapping. Wildlife corridors can be railroad, highway right-of-ways, rivers or creeks, cycling trails, etc.	5	
2.2	Expand site map to include main features within two miles of property.		5	
2. Analyze Property Features Total Points			10	0

3	3. Evaluate Building and Site Features			
<p>Awareness Purpose: Building features that directly impact Biodiversity include windows, lights, rooftop, parking lots, stormwater flow, etc. Critical site factors include the proportion of vegetation to hardscape; use of habitat-sustaining native plants vs. turf or exotic ornamentals; eliminating or minimizing pesticide use; and establishing and maintaining sources of food, shelter and water for beneficial wildlife. As your company increases operational sustainability, you can correlate savings achieved through utility, purchasing, waste reduction, supply chain and other green efficiencies to quantify indirect Biodiversity benefits. Sustainability measures such as GRI increasingly include Biodiversity evaluation tools.</p>				
	Activity	Options	Points Available	Final Points - Dec. 4
	Define and estimate percentage of pervious and impervious property features. Identify light pollution factors: do exterior lights spill off-site, are interior lights generating light pollution at night? What percentage of your building envelope is reflective? Engage in evaluation of indirect impacts.	Report on direct impacts of building features on surrounding environment, such as: 1) Run-off from roof 2) Run-off from paving 3) Light pollution 4) Window reflectivity 5) What % of site is hardscaping? (2 pts each)	10	
Report on site factors: 1) What % of your site is vegetated with perennials, shrubs, trees? 2) What % of this vegetation is primarily native plants? 3) Evaluate any planted hardscape areas (roof, patio, parking lot islands) 4) In what ways does your site support shelter, food, water for pollinators or other wildlife? 5) Do you use pesticides or herbicides? Do you know their effects on Biodiversity? (2 pts each)		10		
Report on your company's indirect impacts on Biodiversity, such as building energy use, solid waste management, supply chain impacts, etc.		10		
3. Evaluate Building and Site Features Total Points			30	0

4	4. Identify and Maximize Internal Resources			
Awareness Purpose: Evidence of company engagement and commitment regarding Biodiversity can come from many sources. Ideally your Biodiversity "better business" resources will grow both top-down and grassroots-up!				
	Activity	Options	<i>Points Available</i>	<i>Final Points - Dec. 4</i>
4.1	Evaluate and begin to act on company capability and commitment to foster Biodiversity in concert with other sustainability practices.	Develop a company-approved policy on Biodiversity. (3 pts) Share this policy with other Challenge companies. (2 pts)	5	
		Integrate Biodiversity focus into your company's existing sustainability action plan.	2	
		Establish a Biodiversity subset to your Green Team and identify potential leadership.	2	
		Survey employees and summarize findings to identify skill sets and interests related to Biodiversity. Examples: is anyone a birder, gardener, Stream Team member, beekeeper? (2 pts) Summarize and share your survey and findings (3 pts).	5	
		Gather case studies of individual employee Biodiversity engagement to share internally. (2 pts each up to 12 pts)	12	
		Identify funding opportunities. (2 pt) Propose one for potential projects. (2 pts)	4	
		Identify opportunities for collaboration with local community or organizations (2 pts) and collaborate with at least one. (3 pts)	5	
4. Internal Resources Total Points			35	0

5				
5. Audit and Monitor Biodiversity Factors of Your Site				
Awareness Purpose: Conduct an informal Biodiversity site survey - OR - Obtain services to conduct a professional ecological survey. Including Biodiversity monitoring in your ongoing sustainability tracking systems will continue your initial investment in this exploration.				
	Activity	Options	Points Available	Final Points - Dec. 4
5.1	Evaluate and report on the state of habitats and species on your site. Establish systems to efficiently monitor Biodiversity factors on an ongoing basis.	A) Conduct an informal survey of your site and surroundings and list observed plants, animals and habitats (5 pts). Share your survey form and findings (5 pts) .	10	
		B) Conduct a formal quantitative site survey including plants, animals and habitats (10 pts). Share your survey form and findings (5 pts).	15	
		C) Report on your site's ability to support biodiversity. 1. Identify natural food and pollinating sources for wildlife and plants 2. Identify water sources available to wildlife and plants 3. Identify places of protection for wildlife and plants 4. Identify natural or man-made spaces for wildlife and plants to reproduce	10	
		D) Establish a system for ongoing Biodiversity monitoring and share your methodology with the Challenge.	10	
5. Audit and Monitoring Total Points			45	0
6				
6. Biodiversity Case Study				
Awareness Purpose: Stories of the why-what-how, the challenges and benefits of business sector engagement with BiodiverseCity STL engagement, will help this initiative evolve and grow!				
	Activity	Options	Points Available	Final Points - Dec. 4
6.1	Share your process, success, issues and findings.	Generate and share a case study of your Biodiversity activities in narrative or video format.	15	
		Post info about your site to the "Nature In Your Neighborhood" map at www.BiodiverseCitySTL.org	5	
6. Case Study Total Points			20	0

7				
7. Biodiversity Action Implementation				
Awareness Purpose: Is your company ready to move from Awareness to Action? If you are already protecting and promoting Biodiversity, can you increase your efforts?				
	Activity	Options	Points Available	Final Points - Dec. 4
7.1	Implement at least one action item to increase biodiversity on your site.	Examples: Ongoing monitoring of Biodiversity features; replacing invasive or monoculture plantings with native-based plantings; remove barriers to adjacent wildlife corridors; establish a pollinator garden or a Milkweeds for Monarchs planting, etc.	10	
		Feature a description of this action item with narrative and photos in your Biodiversity Case Study.	5	
7. Biodiversity Actions Total Points:			15	0
Grand Total Biodiversity Scorecard Points			170	0

Try & Ride Green Business Commuter Challenge - 2015

Mini-Challenge SCORECARD

Sponsored by: Citizens for Modern Transit & St. Louis Green Business Challenge

Register at: www.cmt-stl.org - CMT contact is kcella@cmt-stl.org

HOW IT WORKS: Your company fields a team of commuters trying transit (bus/train) for a two-month period. First month transit passes are subsidized by Try & Ride; second month is covered by employee or employer transit support program. Commuters commit to using transit a minimum of 2 days/week. Try & Ride also provides "Personalized Transit Route" and "Tips & Tricks for Using Transit." The Try & Ride website tracks participation, welcomes photo and blog contributions. Enjoy your experience trying Transit!

	Action	Possible Points	Earned Points
T 1	PARTICIPATION: Total number of employees participating on team/Total number of employees at worksite. Minimum 5 participants (2pt); 10% of employees participating (4pts) 25% (6pts); more than 25% participating (10 pts).	10	
T2	AVERAGE NUMBER OF DAYS USING TRANSIT: Aveage number of days transit is utilized by team members on a weekly basis/total number of team members. Minimum program requirement is 2 days/week per person. 3 days/week (3pts); 4 days/week (6pts); 5 days/week (10pts).	10	
T3	SOCIAL MEDIA: Social media can include team blogs, tweets, facebook updates, website stories, instagram, or linkedin updates, in your company media and/or with www.cmt-stl.org . Posts in the first week (4pts); Posts every other week for 8 week period (6pts); Posts every week for 8 week period (10pts).	10	
T4	TRANSIT SUBSIDIES: Full transit subsidy for second month provided to employees by company (10pts); Partial subsidy (5pts)	10	
T5	CONTINUING COMMITMENT TO TRANSIT: How many team members will continue to use transit for the work commute at the end of the 2 month competition period? 1 person (2pts); 2 people (4pts); 3 people (6 pts); 4 people (8 pts); 5 or more (10pts).	10	
TOTAL Points Earned		50	0



EMPLOYEE ENGAGEMENT - 2015 Mini-Challenge

These activities are designed to boost general employee understanding and support of sustainability measures your company is working with in the St. Louis Green Business Challenge. They will also recognize and affirm Green activity at home!

	Action	Possible Points	Earned Points
Workplace Green Fair			
EE 1.1	Host a workplace Green Fair	5	
EE 1.2	Invite other companies (e.g. fellow tenants, your vendors or suppliers, etc.) to attend. 2 pts each additional attending company up to 10 pts	10	
EE 1.3	Establish and incentivize a tracking system to attract measurable percentages of the employee base <i>in your building</i> to attend your Green Fair – e.g. a Passport, which all exhibitors have to stamp, redeemable for attendance prizes, or a prize drawing. 30% of employee base <i>in that building</i> attending (5pts); 50% attending (10pts); more than 50% attending (20pts)	20	
Workplace Learning Opportunities			
EE2.1	Establish a SERIES (3 or more) of Lunch & Learns, or informational events in other dayparts, focused on Green practices (10 pts)	10	
Employee Home Practices Sharing			
EE3.1	Establish an intranet feature (or in other internal employee communication function) for employees to share sustainability learning experiences and practices they adopt into workplace habits or their personal lives.	10	
Green Suggestion Box			
EE4.1	Establish a “Green Suggestion Box” function of your internal communications network and encourage employees to contribute evaluations of company Green measures, suggestions for new or improved activity, questions about Green practices, etc.	10	
EE4.2	Make it clear that these contributions are “name optional,” but also provide incentives to contribute by name – and reward participation. Incentives could be awarded in periodic drawings, or on a time-specified basis (monthly, quarterly, annual). 2 pts annual incentive, 3 pts quarterly incentive, 5 pts monthly incentive.	5	
Total Available Points		70	0

**STRIVE FOR 75 - Presented in Partnership with Missouri Recycling Association
St. Louis Green Business Challenge Mini-Challenge**

	Action	Possible Points	Earned Points
S75 1.1	Strive for 75 Pledge: Register your company at www.mora.org by taking the Strive for 75 Pledge	5	
S75 1.2	Informal Waste Stream Audit: Conduct an informal waste stream audit to estimate the amount of waste/trash generated at your site and establish a baseline for measuring waste diversion through recycling. Assessment guidelines provided by St. Louis County Department of Health are available from Challenge staff.	10	
S75 1.3	Full-Scale Waste Stream Audit: Conduct or commission a service provider to do an audit involving actual sorting and measuring of waste. This will involve saving trash and recycling for at least a week, and evaluating the makeup of your company's waste stream by weight or volume.	15	
S75 1.4	Waste Diversion Tracking Methodology: Develop and use a methodology to track your company's waste output and waste diversion during a self-defined timeframe within the 2015 Challenge (1 month minimum, up to 7 months) (10 pts). Share your methodology to help others replicate your efforts (5 pts).	15	
S75 1.5	Recycled-Content Copier Paper Purchasing Policy: Establish and share a company policy that institutionalizes purchasing of minimum 30% post-consumer recycled content copier paper (5 pts). Earn 10 pts if policy specifies higher recycled content percentage.	15	
S75 1.6	Recycled-Content Janitorial Paper Purchasing Policy: Establish and share a company policy that institutionalizes purchasing of minimum 30% post-consumer content toilet tissue and paper towels (5 pts). Earn 10 pts if policy specifies 100% post-consumer recycled content products.	15	
S75 1.7	Strive for 75 Case Study: Develop and submit a brief Case Study describing your company's innovations in waste minimization – <i>including measurable results</i> – for publication by the Missouri Recycling Association. Submit your case study to www.mora.org and include with your final 2015 Challenge submittals.	10	
Total Available Points		85	0



Shift Your Commute Green Business Mini-Challenge - 2015

Presented in partnership with Trailnet

Register: www.shiftyourcommute.com or contact meredith@trailnet.org



HOW IT WORKS: Your company fields a team of at least 5 commuters willing to shift from personal car to any combination of biking, walking, bus and train for one month, minimum two days per week.

Designate a Team Leader. Select a month timeframe to suit your needs or/and join during the SYC regional competition in September. **Team members register online** in SYC's convenient and informative tracking system to efficiently support your company efforts to promote personal and environmental health through this Mini-Challenge. SYC provides participants with data on CO2 emissions saved, calories burned - and more! Enjoy your experiences!

	Action	Possible Points	Earned Points
SYC 1	PARTICIPATION: Total number of employees participating on team/Total number of employees at worksite. Minimum 5 participants (2pt); 10% of employees participating (4pts) 25% (6pts); more than 25% participating (10 pts).	10	
SYC 2	AVERAGE NUMBER OF DAYS SHIFTING: Average number of days SYC team members bike, walk, ride bus or train on a weekly basis/total number of team members. Minimum program requirement is 2 days/week per person; 3 days/week (3pts); 4 days/week (6pts); 5 days/week (10pts).	10	
SYC 3	SOCIAL MEDIA: Social media can include team blogs, tweets, facebook updates, website stories, instagram, or linkedin updates. Link your social media posts into SYC website to share your company's updates with the regional SYC network (5 pts). Link SYC updates into your company-wide internal communications (5 pts). Posts in the first week (2pts); weekly posts through SYC month (5 pts); more frequent posts (10pts). <i>SYC stories are powerful!</i>	20	
SYC 4	COMPANY INCENTIVES: SYC participants can receive time off, cash, event tickets or gift certificats, transit subsidies (if not routinely available), other incentives. (10pts). Company provides indoor room for secure bike storage during SYC month (5 pts).	15	
SYC 5	CONTINUING COMMITMENT TO TRANSIT: How many team members will continue to use transit for the work commute at the end of the 2 month competition period? 1 person (2pts); 2 people (4pts); 3 people (6 pts); 4 people (8 pts); 5 or more (10pts).	10	
SYC 6	COMMUTING OPTIONS EDUCATION: Company covers \$150 fee associated with Travel Green Workshop provided by Trailnet (10 pts). Workplace presentations include bike/walking/transit safety; maps; customized routes and consulting for attendees. <i>To schedule email meredith@trailnet.org</i>	10	