

2014 St. Louis Green Business Challenge Leaders 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*: _____

Note: Owners can adjust their workspace and property without property manager engagement



Challenge Scorecard: **Baseline Score** (due March 31) **0** **Final Score** (due November 17) **0**

Category	Scoring Summary	Baseline	Final
	Outreach	0	0
	Energy	0	0
	Indoor Environmental Quality	0	0
	Waste	0	0
	Water	0	0
	Transportation	0	0
	High Performance Building		0
	Biodiversity		0
	Total Points	0	0

Subject to review by Challenge staff, extra credit points are available for:

Case Study of this year's accomplishments and innovations (template provided) - 3 pts

Innovations - Submit claims as attachment to final scorecard - 15 possible points

Exemplary internal measure in pilot phase = 1 point

Fully implemented exemplary measure having internal (within company) impact = 2 points

Pilot project with external benefits (beyond company operations) = 2 points

Fully implemented exemplary measure across the company with conservation and education ramifications beyond company operations = 3 points

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

OUTREACH

	Action	Baseline Points	Final Points	Possible Points	How did you achieve this strategy? Please provide a short description.
GREEN TEAM STAFFING					
O1.1	Green Team Organization: Does your company have a "Green Team," which is responsible for managing sustainability initiatives at this site (1pt)? Does your green team represent three or more departments in your company or organization? (1pt) Does your Green Team meet at least quarterly (1pt)? Is there an individual whose written job duties include responsibility for sustainability initiatives in your business (1pt)?			4	
O1.2	Certified Staff: Does your company have a BOC, LEED-GA or LEED-AP accredited person on staff or on contract to assist with sustainability, or other sustainability-specific training or skill sets? If accredited by another national system, please specify.			1	
O1.3	Level of Commitment: Has your company's CEO provided written support for the company sustainability efforts (1pt)? Are budget resources dedicated to support sustainability efforts (2pts)?			3	
INTERNAL COMMUNICATION					
O2.1	Sustainability Guidelines: Has your Green Team written a set of sustainability guidelines for the company and distributed it to all employees or made it accessible on the company's internal website? (2pts) Share your sustainability policy with other Challenge companies (2pts)			4	
O2.2	Company-wide Adoption: Is your company implementing sustainability strategies across all locations in the St. Louis region or nationally? (2pts each) If one location, a yes answer is worth 2 points			4	
O2.3	Measurement: Do you have ongoing measurement of your sustainability strategies? (1pt) Do you update your staff on the progress of these metrics?(1pt) Briefly describe and share your metric gathering data (2pts).			4	
O2.4	Educational Sessions: Does your company hold educational sessions on green practices for all company employees (1pt)? Provide an example of an educational session (2pts)			3	
O2.5	Recognition: Does your company recognize your sustainability accomplishments at least once a year (1pt)? Provide an example of the recognition event (2pts)			3	
EXTERNAL COMMUNICATION					
O3.1	Corporate Policy: Have you posted your company's approved Sustainability policy, message or strategy on your website? (1pt)			2	
O3.2	Information Sharing: Have you hosted an educational session or webinar for Challenge participants (2pts)? Have you shared green learning opportunities with other companies outside of the Challenge meetings (2pts)?			4	
O3.3	Recruitment: Did your company recruit another company, educational institution, local municipality, or organization to participate in the 2014 St. Louis Green Business Challenge? (3pts per recruited company). Did you bring a new company to a Challenge meeting (1 pt per company)			9	

OUTREACH

O3.4	Community Engagement: Does your company financially sponsor community sustainability or environmental initiatives? (2pts) Does your company provide employee volunteers for these initiatives? (2pts) Does your company provide in-kind support for these initiatives? (2pts) Briefly describe examples of financial, volunteer, or in-kind sponsorship.			6	
PURCHASING POLICIES					
O4.1	Green Products: Have you implemented a green purchasing policy to procure green products where feasible and circulated the policy to all employees (1pt)? Please share this policy (2pts)			3	
O4.2	Vendors: Do you require vendors to conform to your sustainability strategies? (2pts) Please share your efforts in working with vendors (2pts). Do you have policy that gives preference for local vendors (2pts)?			6	
O4.3	Supply Chain: Have notified your supply chain of your sustainability strategies? (2pts) Please share this policy (2pts).			4	
GREEN EVENTS AND MEETINGS					
O5.1	Internal Meetings: Does your company follow a green events checklist, based on your company's sustainability policies, for its internal meetings?			2	
O5.2	Community Conferences: Does your company influence or implement green events guidelines for national and regional meeting which your company hosts or sponsors? Provide examples of conference and their size.			5	
PARTNERSHIPS					
O6.1	Property Engagement: Do you engage your property manager or building owner on your company's sustainability initiatives? (1pt) Provide an example (2pts). Did you bring your Property Manager to a Challenge meeting or seminar? (2pts)			5	
O6.2	Building activities: Do you engage with fellow tenants in building-wide sustainability activities (2pts)? Share an example (2pts)			4	
O6.3	Clean Air Partnership: Have you named a Clean Air Coordinator for your company by signing up with St. Louis Clean Air Partnership? (1pt) Do you post the Ozone Alert day signs or distribute the information to your employees? (2pts) Share examples of communicating clean air tips to employees (3pts).			6	
O6.4	Purchasing Alliances: Have you joined with other companies to cooperatively purchase sustainable products such as: recycled paper, green catering or green cleaning supplies? Provide examples.			2	
O6.5	Informal Mentoring: Do you meet with another Challenge participant to discuss sustainability strategies? (1pt) Provide documentation of up to three meetings or discussions (3pts).			4	
OUTREACH TOTAL		0	0	88	

ENERGY

	Action	Baseline Points	Final Points	Possible Points	How did you achieve this strategy? Please provide a short description.
ENERGY USE					
E1.1	Tracking: Have you calculated your average energy use at this site (electricity and natural gas) over the last 12 months? Share your energy audit information.			2	
E1.2	Reduction Planning: Have you established an energy reduction goal of at least 10% of your annual energy usage at this site? (1pt) Submit achievement of 10% reduction goal (3pts).			4	
E1.3	Carbon Footprint: Did you calculate a carbon footprint/greenhouse gas baseline for your company (3pts)? Please describe which carbon calculator that you used and please evaluate its ease of use (3pts).			6	
E1.4	HVAC Strategies: Have you developed strategies to increase the efficiency of your heating, cooling, and ventilation system (3pts). Please share how you implemented your strategies (3pts for each, up to 2 strategies)			9	
E1.5	Retro-commissioning: Have you retro-commissioned your HVAC systems? Please describe the equipment retrocommissioned.			5	
LIGHTING					
E2.1	Lighting Audit: Have you conducted a lighting audit for this site? (2pts) Have you implemented at least one of the energy-reducing recommendations from the audit (2pts)? Has lighting energy usage been reduced by 10%? (3pts)			7	
E2.2	Eliminate Incandescents: Do you have a program to replace incandescent lights with compact fluorescent light bulbs? (1pt) What percentage of your incandescent lights have been replaced to CFL or LED lights? (10% to 25% = 1pt, 26-50% = 2pts 51-100% = 3pts)			4	
E2.3	Lighting Sensors: Does your company have individual area controls for lighting at this site? (1pt) Have you installed sensors to turn off lights in commonly used areas (office spaces, kitchens, restrooms etc.) office when vacated (<50%, 1pt: 50-100%= 2 pts)? Have you installed daylight sensors to turn off or dim lights when there is enough daylight available? (1pt)			4	
E2.4	Exit Lights: Do all your exit lights at this site use energy efficient lighting? (2pts) If office does not have exit lights, answer yes			2	
E2.5	Daylighting: Establish a policy to adjust lighting levels to take advantage of daylighting? (1pt) Please share your policy with us (2pts).			3	
OFFICE EQUIPMENT					
E3.1	Equipment Audit: Have you created a list of all your office appliances/equipment at this site and recorded their usage and energy consumption?			2	
E3.2	Equipment Policy: Do you have a policy in place requiring all new equipment to meet ENERGY STAR rating standards?			2	

ENERGY

E3.3	Computers: Have you changed the settings on all office computers at this site to go into sleep mode after a set time of non-use or discontinued the use of screen savers (1pt)? Have you implemented a "Computer Shut Off" education campaign to encourage employees to turn off their computer when leaving the workplace (1pt)?			2	
E3.4	Copiers: Have you reduced copier/printer power consumption by using Stand By mode after 15 minutes of non-use?			2	
E3.5	Vending Machines: Do you have ENERGY STAR vending machines or installed a device that reduces the energy your vending machine uses? (1pt) If company does not have vending machines, you may take 1pt.			1	
E3.6	Eliminate Workstation Appliances: Do you have a policy in place that eliminates any fans (1pt) or heaters (1pt) from individual workstations?			2	
RENEWABLE ENERGY					
E4.1	Onsite Renewables: Do you use renewable energy onsite? (1pt up to 2% of total energy usage, 2pts 2-5%, 3pts for 5+%)			3	
E4.2	Renewable Energy Credits: Have you purchased CO2 offsets or renewable energy credits for 2% - 10% (1pt) or 11-20% (2pts) 21+% (3pts) of your office's electricity usage? Do your REC's support Missouri-based renewable energy through Ameren Pure Power? (1pt)			4	
TAKING GREEN HOME					
E5.2	Employee Education: Have you provided learning opportunities or information materials to employees to encourage energy savings at home? Examples of opportunities include the utility energy efficiency programs, BizSavers, Act On Energy Illinois, Laclede Gas programs, St. Louis County SAVES, and Set The PACE St. Louis.			2	
ENERGY TOTAL		0	0	66	

INDOOR ENVIRONMENTAL QUALITY

	Action	Baseline Points	Final Points	Possible Points	How did you achieve this strategy? Please provide a short description.
TEMPERATURE					
IE1.1	Temperature Adjustments: Does your company have individual area controls for temperature at this site? (1pt) Have you adjusted office temperature set-points for seasonal fluctuations? (2pts)			3	
IE1.2	Building Comfort Survey: Do you complete a seasonal thermal comfort survey for occupants? (2pts) Do you track building temperature adjustments throughout the year? (2pts)			4	
AIR QUALITY					
IE2.1	CO2 Monitors: Do you monitor and regulate CO2 levels in order to maintain adequate outdoor air ventilation rates?			1	
IE2.2	Smoke Free: Have you designated your building or office space as smoke free? (1pt) Is the smoking area around on your site more than 25 feet from all entrances and air vents? (1pt)			2	
IE2.3	IAQ Plan: Does your facility manager have an operational Indoor Air Quality plan or follow the LEED CI/EBOM guidelines to use for all alteration and remodeling projects? (2pts) Is following this plan a requirement for your construction vendors and contractors? (1pt) Please share your IAQ Plan (2pts)			5	
IE2.4	Idling: Does your building have a No Idling Plan for loading zones and parking lots? (2pts) Is a "No Idling" sign posted? (2pts)			4	
GREEN PRODUCTS & STORAGE					
IE3.1	Green Cleaning Products: Do you use Green Seal, Design for Environment or other certified cleaning products for over 90% of your cleaning supplies? (3pts) <i>*Local "green" products that are not nationally certified may be eligible for 3 points (i.e "Better Life" products), upon review.</i>			3	
IE3.2	Green Cleaning Service: Does your company have a green cleaning policy (1pt) that specifies the use of a high performance cleaning program? Please share your green cleaning policy and the service your company uses. (2pts)			3	
IE3.3	Low-emitting Materials: Do you have a verifiable purchasing policy related to low-emitting materials (VOCs, formaldehyde) for carpets, furniture, paints, cleaning products, etc.?			2	
IE3.4	Isolation Areas: Does your building have isolation areas for the copy/printing room (1pt) or cleaning materials and equipment (1pt) which are partitioned from the main office area with separate exhaust systems and no air recirculation into the office area?			2	
TAKING GREEN HOME					
IE4.1	Employee Education: Have you provided learning opportunities or information to employees to encourage improved indoor environmental quality at home (i.e green cleaning, indoor air quality tips)?			2	
INDOOR ENVIRONMENTAL QUALITY TOTAL		0	0	31	

WASTE					
	Action	Baseline Points	Final Points	Possible Points	How did you achieve this strategy? Please provide a short description.
WASTE REDUCTION					
W1.1	Waste Stream Audit: Have you conducted an informal waste stream audit which estimates the amount of waste/trash generated at your site? (2pts) Have you completed a full scale audit by sorting trash and calculating the percentage of landfill waste and recyclable materials? (4pts)			6	
W1.2	Waste Reduction Goal: Have you established a Waste Reduction Goal of at least 25%? (1pt) If a 25% reduction was achieved, provide documentation (2pts)			3	
W1.3	Delivery of Office Supplies: Do you receive reusable totes for your office supply deliveries?			2	
RECYCLING OFFICE MATERIALS					
W2.1	Recycling Policy: Have you established a recycling policy for all office materials in coordination with your building's recycling provider?			2	
W2.2	Recycling Bins: Are all employees at this site given a recycling bin to use at her/his desk?			2	
W2.3	Trash Separation: If no to W2.2, are recyclable materials separated from the trash by your hauler?			2	
PAPER REDUCTION					
W3.1	Copier/Printer Paper Audit: Have you quantified how much copier/printer paper your office uses in a typical month?			2	
W3.2	Paper Reduction Milestones: Have you established milestone dates to reduce paper use by 10%? (1pt) If 10% reduction was met, show documentation. (3pts)			4	
W3.3	Double-Sided Copying/Printing: Is double sided copying and printing set as a default on all capable machines?			1	
W3.4	Junk Mail: Do you have a policy to unsubscribe to junk mail? (1pt) Have you unsubscribed to junk mail to achieve a junk mail reduction goal of 50%? (1pt)			2	
W3.5	Electronic Documents: Do you circulate internal documents electronically instead of using paper-based memos? (1pt) Do you use electronic communication for external documents and invoices? (1pt)			2	
W3.6	Hand Dryers: Have you installed hand dryers or time-controlled towel dispensers in 75% of your site's bathrooms?			2	
PURCHASING RECYCLED PAPER					
W4.1	Recycled Copier/Printer Paper: Have you purchased 30% Post-Consumer Recycled Copier/Printer Paper (Processed Chlorine Free, PCF)? (3pts) 31 to 50%? (4pts) 51 to 100%? (5pts)			5	
W4.2	Recycled or Electronic Stationery Policy: Do you have a policy to purchase recycled paper content for letterhead paper, envelopes, note pads?(1pt) Have you eliminated use of printed company letter head? (2pts) Have you purchased 30% Post-Consumer Recycled Paper Products (Processed Chlorine Free) for paper, envelopes, notepads (3pts)? Up to 50%? (4pts) or 100%? (5pts)			8	

WASTE					
	Action	Baseline Points	Final Points	Possible Points	How did you achieve this strategy? Please provide a short description.
W4.3	Recycled Janitorial Products: Do you purchase 30% Post-Consumer Recycled Paper Products (Processed Chlorine Free, PCF) for paper towels, toilet paper, seat covers and tissues (3pts)? Up to 50%? (4pts) or 51 to 100% (5pts)?			3	
RECYCLING ELECTRONICS					
W5.1	Recycling Bins for Miscellaneous Electronics: Do you provide centralized recycling bins for cell phones, rechargeable batteries, used printer cartridges and alkaline batteries?			1	
W5.2	Computer Recycling: Do you recycle old computers and other large electronics (printers, copiers)?			1	
REDUCING FOOD SERVICE WASTE					
W6.1	Food Service Policy: Do you have a company policy to reduce disposables related to food service by allowing only 20% non-recyclable disposables to be used on site?			1	
W6.2	Green Catering: Have you implemented a policy to hire caterers or food vendors that reduce paper and plastic waste in food orders? (1pt) Provide example of how your caterer reduced paper and plastic waste (2pts).			3	
W6.3	Local Food Suppliers: Does your company have a policy of using local food suppliers and products?			2	
W6.4	Food Waste: Do you have a policy of donating excess food to Operation Food Search or another organization?			2	
W6.5	Reusable Food Service: Do you stock reusable items such as real plates, mugs, water pitchers and silverware in your lunch/break room?			2	
W6.6	Food Composting: Do you have a food waste composting service available at your workplace?			2	
W6.7	Cafeteria Recyclables: Does your company use reusable goods or high (30% or more) post-consumer recycled materials at the cafeteria for take-out orders?			2	
W6.8	Bottled Water: Does your company have a policy that prohibits the purchase bottled water for meetings? (1pt) Does your company encourage use of reusable water canteens by employees? (1pt)			2	
W6.9	Polystyrene: Have you eliminated polystyrene (#6 plastic aka Styrofoam) food service products (coffee cups, clam shell boxes, cups, plates, clear PS boxes) from your cafeteria and break room?			3	
TAKING GREEN HOME					
W7.1	Employee Education: Have you provided learning opportunities or information materials to employees to encourage reducing waste at home?			2	
WASTE TOTAL		0	0	69	

WATER

	Action	Baseline Points	Final Points	Possible Points	How did you achieve this strategy? Please provide a short description.
WATER CONSERVATION					
WT1.1	Water Policy: Do you have a policy to reduce water from your toilets?			1	
WT1.2	Toilets: Have you installed water conserving devices on your existing toilets at this site?			2	
WT1.3	Faucet Aerators: Have you installed faucet aerators to reduce the flow rate from sinks?			2	
WT 1.4	Bottle Filling Stations: Have you installed a bottle filling station to educate visitors and employees about bottle reuse and water conservation? (2pts for 1 station, 4 pts for 2 or more stations plus 1 point for educational signs a filling station)			5	
STORMWATER MANAGEMENT & SUSTAINABLE LANDSCAPING					
WT2.1	Xeriscape: Have you installed sustainable landscaping (native plant, xeriscape, etc.) at parking areas or on your building site?			3	
WT2.2	Rainscaping Features: Have you installed a raingarden, bioswale, or other rainscaping features for your parking area or building site?			3	
WT2.3	Pervious surfaces: Have you installed pervious pavers in your parking lot? (2pts for up to 25% of total parking surface area, 3pts for more than 25%)			3	
TAKING GREEN HOME					
WT3.1	Employee Education: Have you provided learning opportunities or information materials to employees to encourage conserving water and reducing stormwater run-off at home?			2	
WATER TOTAL		0	0	21	

TRANSPORTATION

	Action	Baseline Points	Final Points	Possible Points	How did you achieve this strategy? Please provide a short description.
WORKPLACE COMMUTING					
T1.1	Commuting Audit: Has your company conducted a commuter survey to determine how your employees commute to work? (2pts) (i.e. car, carpool, bus, MetroLink, bicycle) Have you reduced the percent of employees traveling to this site as a single vehicle users by at least 10%? (3pts)			5	
T1.2	Transit Subsidies: Does your company provide a transit benefit program to encourage use of public transportation? (i.e. Pretax transit passes, transit subsidies, etc.)			3	
T1.3	CarSharing: Does your company participate in RideFinders, RideShare, WeCar or other car or vanpooling programs to reduce single occupant car commuters?			2	
T1.4	Telecommuting/Flex-time: Does your company allow employees to telecommute or use flex-time?			1	
T1.5	Virtual Meetings: Does your company use a virtual meeting programs (WebEx, GotoMeeting) instead of traveling to meetings?			2	
DESIGNATED PARKING SPOTS					
T2.1	Carpool Parking: Does your company provide dedicated carpool/vanpool parking spaces at the workplace?			2	
BICYCLE COMMUTING					
T3.1	Bicycle Parking: Does your company provide bicycle parking for bike commuters at the workplace? (2pts) Does your company have or provide access to showers and/or changing facilities for bicycle commuters? (1pt)			3	
T3.2	Bicycle Advocacy: Does your company promote Bike-to-Work Day for your employees? (1pt) Is your company enrolled in Trailnet's Shift Your Commute contest? (2pts) Have you hosted a Bicycle Commuting Workshop (provided by Trailnet or other source)? (2 pts)			5	
TRAVEL					
T4.1	Car Rental: Does you company have a policy to require fuel-efficient or hybrid vehicles when renting cars (see U.S. EPA Green Vehicle Guide)?			2	
T4.2	Travel Co2 Tracking: Has your company calculated its business-related air or auto travel carbon foot print? (see terrapass.com for carbon calculator) (2 pts each)			4	
TAKING GREEN HOME					
T5.1	Employee Education: Have you provided learning opportunities or information to employees to encourage reducing transportation emissions at home?			2	
TRANSPORTATION TOTAL		0	0	31	

High Performance Building Initiative Scorecard

Category	Question	Points Available	Points Achieved by Nov. 17
ENERGY STAR 1.1	Calculate your company's energy usage (electric, gas, water)	5	
ENERGY STAR 1.2	Take advantage of energy efficiency incentives by BizSavers or Laclede Gas Company	5	
ENERGY STAR 1.3	Attend a class on Benchmarking with ENERGY STAR or view webinar from ENERGY STAR web library	5	
ENERGY STAR 1.4	Sign STLHPBI 25% by 2020 Energy Reduction Pledge	10	
ENERGY STAR 1.5	Benchmark your building in Portfolio Manager or get your building owner to benchmark	10	
ENERGY STAR 1.6	Enter your building in the U.S. EPA National Building Competition 2014	10	
ENERGY STAR 1.7	Earn ENERGY STAR Label for 2014: Benchmark score 75-85 (15pts); 86-95 (25 pts); 96-100 (30 pts)	30	
Total ENERGY STAR Points		75	0
LEED 1.1	Attend USGBC - Missouri Gateway Chapter LEED Green Building showcase or Green Building Tour	5	
LEED 1.2	Register project/building for LEED Certification: LEED-EB&OM, LEED-CI, LEED-NC, LEED-CS, or LEED-ND	10	
LEED 1.3	Complete charrette/point analysis of possible LEED project	10	
LEED 1.4	Achieve LEED Certification in 2014: Certification (20 pts), Silver (30 pts), Gold (40 pts), Platinum (50 pts)	50	
Total LEED Points		75	0
Sustainable SITES 1.1	Attend a seminar on Sustainable SITES or read overview presentation on website	5	
Sustainable SITES 1.3	Complete draft charrette/point analysis from Sustainable SITES - version 1	10	
Total Sustainable SITES Points		15	0
Mentoring 1.1	Attend a meeting on high performing buildings organized by STL High Performance Bldg. Initiative signatory organizations	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 with benchmarking their building or provide mentoring to assist in energy efficiency strategies	15	
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.			
Total Mentoring Points		30	0
Total HIGH PERFORMANCE Points		195	0

Better Business Through Biodiversity Scorecard

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 - Nov 17
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 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 - Nov 17
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 ROWs, 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

Better Business Through Biodiversity Scorecard

3 Evaluate Building and Site Features				
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 sources 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.				
Activity	Options	Points Available	Final Points - Nov 17	
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 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	Points Available	Final Points - Nov 17	
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. (2 pts) Share this policy with other Challenge companies. (2 pts)	4		
	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. Is anyone a birder, gardener, beekeeper?	2		

Better Business Through Biodiversity Scorecard

Gather case studies of individual employee Biodiversity engagement to share internally. (1 pt each up to 5 pts)	5	
Identify funding opportunities. (1 pt) Propose one for potential projects. (1 pt)	2	
Identify opportunities for collaboration with local community or organizations (1 pt) and collaborate with at least one. (2 pts)	3	
4. Internal Resources Total Points	20	0

5 Audit and Monitor Biodiversity Factors of Your Site
Awareness Purpose: Use surveying guidelines from National Wildlife Fund, St. Louis Audubon Society, etc. that are available in shared resources on Challenge website. OR - Obtain services to conduct an ecological survey. Including Biodiversity monitoring in your ongoing sustainability tracking systems will continue your initial investment in exploration of these factors!

Activity	Options	Points Available	Final Points - Nov 17
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	
	B) Conduct a formal quantitative site survey including plants, animals and habitats.	10	
	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		35	0

6 Biodiversity Case Study
Awareness Purpose: Stories of the why-what-how, challenges and benefits of business sector BiodiverseCity STL engagement - will help this initiative evolve and grow!

Activity	Options	Points Available	Final Points - Nov 17
6.1 Share your process, success, issues and findings.	Generate and share a case study of your Biodiversity activities in narrative or video format.	10	
6. Case Study Total Points		10	0

Better Business Through Biodiversity Scorecard

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 - Nov 17
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; etc.	10	
7. Biodiversity Actions Total Points			10	0
Grand Total Biodiversity Scorecard Points			130	0