# **Massachusetts Department of Energy Resources**

# **2023 LEADING BY EXAMPLE AWARDS**

# **FULL NOMINATION FORM – PUBLIC ENTITIES**

  

**Important note before completing this form:**

Entities interested in applying for a LBE Award are highly encouraged to complete a [Phase 1 “Express Interest” Form](https://forms.microsoft.com/pages/responsepage.aspx?id=Fh2GPrdIDkqYBowE2Bt7Kt0udDP6mPVFgn28oliCS-lUNEhGUDk1NEZITFJRSlFaNkIxV0xUQURZNy4u) prior to completing this Full Nomination Form. Express Interest forms will be reviewed by DOER staff and those that demonstrate leadership in clean energy and sustainability will be encouraged to work with DOER staff to complete a full Phase 2 LBE Award Nomination Form.

**WHAT ARE THE MASSACHUSETTS LEADING BY EXAMPLE AWARDS?**

The [Massachusetts Leading by Example (LBE) Awards](https://www.mass.gov/info-details/leading-by-example-recognition-awards) recognize Commonwealth agencies, public colleges and universities, and municipalities, as well as public sector staff or volunteers, for outstanding efforts related to clean energy and the environment that have resulted in **measurable impacts.**  This form is specifically for **public entities.** Nominations for individuals should use the Nomination Form – Individuals found on the [LBE Awards webpage](https://www.mass.gov/info-details/leading-by-example-recognition-awards). See below for the specific award criteria for **public entities**.

**ELIGIBLE NOMINEES -- PUBLIC ENTITIES**

* State agencies, authorities, public colleges and universities, and/or their individual departments or facilities
* Authorities, regional planning commissions or other public regional entities
* Municipalities and/or individual municipal departments, municipal or regional public schools, public school districts, and public purchasing cooperatives.

Awards will be presented to up to two state agencies, up to two public colleges/universities, and up to two municipalities

**FOR INDIVIDUALS** -- For Awards in the Individual category, see the 2023 Individual LBE Awards application document on the [LBE Awards webpage](https://www.mass.gov/info-details/leading-by-example-recognition-awards).

**WHY SHOULD YOU APPLY?**

Receiving a Massachusetts LBE Award provides high-level recognition for environmental and/or energy achievements. Such recognition can help to foster environmental and energy awareness and support future Leading by Example initiatives.

**WHEN WILL THE AWARDS BE PRESENTED?**

The LBE Awards will be presented at the State House during a **ceremony in December 2023**. Media, state legislators, public officials, and others will be invited to the event.

**APPLICATION AND NOMINATION INSTRUCTIONS**

To apply or make a nomination for an award please fill out the nomination form below and return it and any supporting documents to Ryan Kingston via email ([ryan.kingston@mass.gov](mailto:ryan.kingston@mass.gov)) **no later than 5:00 PM, Friday, October 20, 2023**. Applicants may self-nominate or nominate others for an award. Please note: 2022 winners are not eligible for a 2023 award; see the [LBE Awards webpage](https://www.mass.gov/info-details/leading-by-example-recognition-awards) for a list of previous winners.

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# **2023 LEADING BY EXAMPLE AWARDS – PUBLIC ENTITIES**

**LBE AWARD CRITERIA FOR PUBLIC ENTITY AWARDS (AGENCY, CAMPUS, MUNICIPALITY)**

***Some or all of the following criteria will be considered in evaluating applications and nominations.***

* Decarbonization, Electrification, and Sustainable Practices, such as:
* Comprehensive decarbonization planning efforts
* Replacement of onsite fossil fuels with all-electric systems
* Renewable energy deployment
* High-performance building design and construction
* Fleet electrification and alternative transportation
* Waste minimization, material reuse, recycling, and/or composting
* Purchasing of recycled and environmentally preferable products (EPPs)
* Reduction or elimination of use of toxic chemicals and products
* Water conservation
* Sustainable landscaping and open space conservation or preservation
* Other efforts that reduce greenhouse gas emissions
* Comprehensiveness, diversity, and scale of efforts
* Environmental benefits and cost savings achieved by project or program with measurable results
* Environmental or sustainability policy development and implementation
* Innovation or creativity of efforts
* Comprehensive or innovative tracking systems
* Effective education and outreach efforts
* Relative size and geographic location of applicants may be considered as part of application evaluation
* Incorporation of environmental justice priorities into environmental or sustainability programs or policies

Please check one of the applicant categories:

**Public Higher Education** **State Agency** **Municipality**

**Institution/Agency/Municipality Nominee:**

**Contact Person:**

**Address:**

**Phone:** **Email:**

**Nominator (if different from above):**

**Did you already submit an Express Interest Form:** \_\_\_Yes \_\_\_No \_\_\_Unsure

In the table on the following page, as applicable, provide additional information on the nominee’s sustainability and energy efforts. Please provide information in as many areas as applicable, leaving non-applicable sections blank. Please note that applications will be evaluated based in part on the comprehensiveness, diversity, and scale of efforts.

**Please provide data (as available) relevant to each category**, with specifics such as: size; scope; data on savings; environmental benefits; impacts; cost savings; additional benefits to facilities, stakeholders, residents, employees; etc. Applicants may add more rows as desired.

Applicants may provide additional attachments and any specific supporting information such as tracking data, savings information, project locations and details, contact people, links to websites and articles, and other pertinent details that demonstrate environmental and/or economic benefits.

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| **Initiative Category** | **Program/Project** | **Program/Project Description**  **Where possible, include environmental and/or fiscal impacts and benefits** |
| 1. **Buildings** | *Ex: Weatherization of office building* | *Ex: Project to improve envelope through insulation and window replacement resulted in projected to decrease heating fuel use by 5%* |
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| 1. **Renewable Energy** | *Ex: 1 MW solar canopy* | *Ex: Installed a 1 MW solar canopy on parking lot, projected to meet 80% of facility demand* |
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| 1. **Clean Transportation** | *Ex: purchased two electric vehicles* | *Ex: EVs are projected to drive 10,000 miles per year, will reduce fleet emissions by 80%* |
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| 1. **Other Sustainability** | *Ex: Composting* | *Ex: All food waste, approx. 800lbs per month, is composted* |
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| 1. **Innovation** | *Ex: Internal cost of carbon* | *Ex: Green team proposed an internal cost of carbon that informs facility project decision-making* |
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| 1. **Communication, Engagement, and Environmental Justice** | *Ex: Internal green teams; public-facing webpages; energy reporting; issue new policies; etc* | *Ex: Efforts to communicate sustainability to broader audiences, either internal at your agency or external stakeholders; new or innovative approaches to engage with environmental justice populations* |
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| ***[add more rows as needed]*** |  |  |
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**All entries must be submitted no later than 5:00 PM, October 20, 2023, to Ryan Kingston:** [**ryan.kingston@mass.gov**](mailto:ryan.kingston@mass.gov)