# **Massachusetts Department of Energy Resources**

# **2019 LEADING BY EXAMPLE AWARDS**

# **APPLICATION – PUBLIC ENTITIES**

  

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

The Department of Energy Resources (DOER) Leading by Example (LBE) Awards recognize public sector staff or volunteers, Commonwealth agencies, public colleges and universities, and municipalities for outstanding efforts in implementing policies and programs that result in **measurable environmental and energy benefits**. The Awards highlight accomplishments, either at the entity or individual level, related to Leading by Example programs that are targeted primarily at a reduction in overall environmental impacts of government operations. See the specific award criteria for **public entities** below.

**ELIGIBLE NOMINEES -- PUBLIC ENTITIES**

* State agencies, authorities, public colleges and universities, and/or their individual departments or facilities
* Municipalities and/or individual municipal departments, municipal or regional public schools, public school districts, regional planning commissions or other regional public entities working with municipalities, 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 Individual Awards, see separate 2019 Individual LBE Awards application document on the [LBE Awards webpage](http://www.mass.gov/eea/grants-and-tech-assistance/guidance-technical-assistance/leading-by-example/leading-by-example-awards.html).

**WHAT TYPES OF PROJECTS, PROGRAMS, OR EFFORTS SHOULD** **ELIGIBLE PUBLIC ENTITIES BE ENGAGED WITH?**

|  |  |
| --- | --- |
| * Energy efficiency
 | * Water conservation
 |
| * Renewable energy
 | * Sustainable landscaping practices
 |
| * Greenhouse gas emissions reductions
 | * Open space conservation or preservation
 |
| * High-performance building design and construction
 | * Alternative transportation and/or fleet efficiency
 |
| * Waste minimization, material reuse, recycling, and/or composting
 | * Promotion of sustainability practices among employees, students, and/or the public
 |
| * Procurement of recycled and environmentally preferable products (EPPs)
 | * Other sustainable practices and initiatives
 |
| * Reduction or elimination of toxic chemical or product use
 |  |

**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 a **State House ceremony in early December 2019**. 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) **no later than 5:00 PM, Tuesday, October 22, 2019**. Applicants may self-nominate or nominate others for an award. Please note: 2018 winners are not eligible for a 2019 award; see the [LBE Awards webpage](http://www.mass.gov/eea/grants-and-tech-assistance/guidance-technical-assistance/leading-by-example/leading-by-example-awards.html) for a list of previous winners.

# **Massachusetts Department of Energy Resources**

# **2019 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.***

* Sustainable Practices (demonstrated efforts in as many of the following areas as possible)
* Energy efficiency, renewable energy, or other greenhouse gas emissions reductions
* High-performance building design and construction
* 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, including use of battery-powered landscape equipment and pollinator habitat support or creation
* Open space conservation or preservation
* Alternative transportation and/or fleet efficiency
* 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

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):**

### SECTION I: SUSTAINABILITY PROGRAMS AND IMPACTS

In the table on the following page, as applicable, mark recent new or expanded initiatives and describe efforts by the applicant or nominee the sustainability categories listed. Please provide information is 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: size; scope; data on savings; environmental benefits; impacts; cost savings; additional benefits to facilities, stakeholders, residents, employees; etc.

As needed, attach additional pages, or provide separate attachments, with any specific supporting information such as tracking data, savings information, project locations and details, contact people, and other pertinent details that demonstrate environmental and/or economic benefits.

|  |  |  |  |
| --- | --- | --- | --- |
| **Initiative** | **New or Expanded Program/Initiative** | **Program Description** | **Environmental and/or Fiscal Impacts and Benefits** |
| Energy efficiency |  |  |  |
| Renewable energy |  |  |  |
| Other GHG emissions reduction |  |  |  |
| 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 |  |  |  |
| Alternative transportation and/or fleet efficiency |  |  |  |
| Other sustainability efforts |  |  |  |

### SECTION II: BROAD SUSTAINABILITY MANAGEMENT STRATEGIES CHECKLIST

Please mark all applicable sustainability strategies below, and provide a link, describe in the appropriate space, or attach supporting documentation with details.

|  |  |  |
| --- | --- | --- |
| **Mark if Yes** | **Strategies – Does the Agency, Campus or Municipality…** | **If Yes, provide applicable URL link or note if you have attached supporting documentation (you may also provide details here)** |
|  | Have an energy or sustainability initiatives webpage? |  |
|  | Have a Commissioner/President/Mayor/Board of Selectmen etc. who is part of energy or sustainability initiatives on a regular basis? |  |
|  | Report energy or sustainability data other than to Leading by Example (for state entities) or Green Communities (for municipalities)? |  |
|  | Have a Green Team? *(see* [*LBE 10 Green Office Tips*](https://www.mass.gov/files/documents/2017/06/zo/10%2520Green%2520Office%2520Tips.pdf) *document for information)* |  |
|  | Promote energy and sustainability programs for stakeholders to implement their own sustainable practices at home or elsewhere?*(see* [*LBE 10 Sustainability Resources and Programs in MA*](https://www.mass.gov/files/documents/2017/06/zk/10%2520Sustainability%2520Resources%2520and%2520Programs%2520in%2520MA.pdf) *document)* |  |
|  | Have any publicly available sustainability policies? |  |
|  | Collaborate frequently across agencies, departments, organizations, committees, etc.? |  |
|  | Provide any recognition for sustainability efforts among staff, faculty, or facility occupants? |  |
|  | Host public events to promote either general sustainability issues or sustainability efforts at the agency/campus/municipality? |  |
|  | Engage in any other strategies to ensure that staff/faculty/students/the public are educated about opportunities to engage in sustainability efforts? |  |

**All entries must be submitted no later than 5:00 PM, October 22, 2019,** to Ryan Kingston, Department of Energy Resources, preferably via email at ryan.kingston@mass.gov**.** For further information, please email or call Ryan at (617) 626-7315.