# **Massachusetts Department of Energy Resources**

# **2021 LEADING BY EXAMPLE AWARDS**

# **PHASE 2 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://massgov.formstack.com/forms/lbe_awards_2021_express_interest) prior to completing this Nomination Form. After DOER staff review, strong candidates that complete an Express Interest Form will be encouraged to complete this full application. However, entities that feel confident in their accomplishments are welcome to submit this form and skip the Express Interest 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.**  Awards are made at the entity and individual levels – 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 2021 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 a **ceremony in December 2021** (location or virtual format TBD). 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 22, 2021**. Applicants may self-nominate or nominate others for an award. Please note: 2020 winners are not eligible for a 2021 award; see the [LBE Awards webpage](https://www.mass.gov/info-details/leading-by-example-recognition-awards) for a list of previous winners.

# **Massachusetts Department of Energy Resources**

# **2021 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 Initiatives Overview

**If you completed a** [**Phase 1 “Express Interest” form**](https://massgov.formstack.com/forms/lbe_awards_2021_express_interest)**, you may skip this section and proceed to Section II.**

Place an “X” in the “Claim” column next to each area in which the nominee has recently launched, completed, or expanded initiatives, projects, and practices. Additional items may be listed in the “Other” box at the end of this section.

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| --- | --- | --- |
| **Category** | **Initiative** | **Claim** |
| Decarbonization Planning, Progress, and Innovation | Achieved a sizeable reduction in greenhouse gas emissions |  |
| Completed sustainability feasibility study to assess strategies to improve energy efficiency, reduce environmental footprint, cut greenhouse gas emissions, etc |  |
| Converted one or several facilities to be heated by non-fossil fuel technologies |  |
| Adopted an innovative clean energy technology or strategy not widely used in the Commonwealth |  |
| Other *(please list here)* |  |
| Clean Energy & Sustainability  Communications and  Policies | Developed and/or implemented communications strategies to promote sustainability issues to broader audiences |  |
| Established new committees, working groups, green teams, etc, to coordinate and oversee sustainability and clean energy efforts |  |
| Issued new rules, regulations, or policies that will support the Commonwealth’s climate and energy goals |  |
| Other *(please list here)* |  |
| Renewable Energy Planning and Installations | Completed a new onsite renewable energy installation |  |
| Procured clean energy from offsite sources (eg, via community choice aggregation, net-metering agreements, etc) |  |
| Other *(please list here)* |  |
| Existing Building Efficiency and New Construction | Designed or built a high performance building to at least the Mass LEED+ Standard |  |
| Completed a deep energy retrofit to significantly improve efficiency of at least one existing building |  |
| Other *(please list here)* |  |
| Clean Transportation | Recently purchased or leased zero-emission vehicles (eg, battery-electric, plug-in hybrid) |  |
| Installed one or more EV charging stations |  |
| Expanded alternative and multimodal transportation options (eg, bus, bike infrastructure, etc) |  |
| Other *(please list here)* |  |
| Other Sustainability | Achieved a high waste-diversion rate |  |
| Undertook new efforts to reduce food waste via composting, anaerobic digestion, donations, etc |  |
| Adopted new policy or made significant efforts to procure recycled and/or environmentally preferable products |  |
| Launched or expanded efforts to conserve indoor and outdoor water use (eg, use of low-flow fixtures, new water-conservation policies, or creation of low-irrigation landscapes) |  |
| Adopted or expanded sustainable landscaping techniques (eg, created pollinator habitats, use of battery-powered landscaping equipment, etc) |  |
| Other *(please list here)* |  |
| Other Categories | *[Please list here]* |  |

### SECTION II: Detailed Sustainability Initiative Form

In the table on the following page, as applicable, provide additional information on the nominee’s sustainability and energy efforts. 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 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, and other pertinent details that demonstrate environmental and/or economic benefits.

|  |  |  |
| --- | --- | --- |
| **Initiative Category** | **Program Name and Description** | **Environmental and/or Fiscal Impacts and Benefits** |
| **Decarbonization Planning, Progress, and Innovation** |  |  |
|  |  |
|  |  |
| **Clean Energy & Sustainability Communications and Policies** |  |  |
|  |  |
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| **Renewable Energy Planning and Installations** |  |  |
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| **Existing Building Efficiency and New Construction** |  |  |
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| **Clean Transportation** |  |  |
|  |  |
|  |  |
| **Other Sustainability** |  |  |
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| *[insert additional rows and categories as needed]* |  |  |
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### SECTION III: 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.

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| --- | --- | --- |
| **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, 2021,** to Ryan Kingston, Department of Energy Resources, preferably via email at [ryan.kingston@mass.gov](mailto:ryan.kingston@mass.gov)**.**