# **Massachusetts Department of Energy Resources**

# **2018 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 **Commonwealth agencies, public colleges and universities, and municipalities**, as well as public sector staff or volunteers (separate application), for outstanding efforts in implementing policies and programs that result in measureable environmental and energy benefits. The Awards highlight accomplishments resulting from state and municipal efforts related to Leading by Example programs that are targeted primarily at a reduction in overall environmental impacts of **government operations.** See specific award criteria 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

***INDIVIDUALS: For Individual Awards, see separate 2018 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)

***2017 winners are NOT eligible for a 2018 award***. Seethe [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.

**WHAT TYPES OF INITIATIVES WILL BE CONSIDERED?**

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

**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 the fall of 2018**. Media, state legislators, public officials, and others will be invited to the event.

**APPLICATION/NOMINATION INSTRUCTIONS:**

To apply or make a nomination for a Public Entity award, please fill out the applicable nomination form below and return it and any supporting documents to Trey Gowdy via email ([trey.gowdy@mass.gov](mailto:trey.gowdy@mass.gov)) **no later than 5 PM, Tuesday, September 25, 2018**. Individuals may apply for their own school/campus, agency, or municipality or nominate others for an award.

# **Massachusetts Department of Energy Resources**

# **2018 LEADING BY EXAMPLE AWARDS-PUBLIC ENTITY**

**LBE AWARD CRITERIA FOR AGENCY/CAMPUS/MUNICIPAL AWARDS**

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

* **Sustainable Practices** (Demonstrated efforts in as many of the following areas as possible)
* Energy efficiency, renewable energy, or other GHG 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
* Open space conservation/preservation
* Alternative transportation and/or fleet efficiency
* **Comprehensiveness, diversity, and scale of efforts**
* **Environmental benefits and cost savings achieved by project or program (MEASURABLE RESULTS)**
* **Environmental/sustainability policy development and implementation**
* **Innovation/creativity of efforts**
* **Comprehensive or innovative tracking systems**
* **Effective education and outreach efforts**
* **Size and geographic location of applicants may be considered in applicant evaluation**

Please check one of the applicant categories:

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

**Institution/Agency/Municipality Nominee of nominee:**

**Contact Person:**

**Address:**

**Phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Email:**

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

### SECTION I: Sustainability Programs and Impacts

**Below, as applicable, mark recent new or expanded initiatives and describe efforts by the applicant/nominee the sustainability categories listed. Please provide information is as many areas as applicable, leaving non-applicable sections blank (note: 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/those that work, live, 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/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 |  |  |  |

### 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 your Agency/Campus/Municipality…** | **If Yes, provide applicable URL link or note if you have attached supporting documentation (you may also provide details here)** |
|  | Have an energy/sustainability initiatives webpage? |  |
|  | Commissioner/President/Mayor/Board of Selectmen etc. part of energy/sustainability initiatives on a regular basis? |  |
|  | Report energy/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*](http://www.mass.gov/eea/docs/eea/lbe/10-green-office-tips.pdf) *document for information)* |  |
|  | Promote energy and sustainability programs for stakeholders to implement their own sustainable practices at home or elsewhere?  *(see* [*LBE 10 MA Programs and Resources*](http://www.mass.gov/eea/docs/eea/lbe/10-sustainability-resources-and-programs-in-ma.pdf) *document for information)* |  |
|  | 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 your 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 PM, Tuesday, September 25, 2018**,to Trey Gowdy, Department of Energy Resources, preferably via email at [**trey.gowdy@mass.gov**](mailto:trey.gowdy@mass.gov)**.** For further information, please email or call Trey at (617) 626-7328.