

Sustainable Community Leader Program

What to Expect

Once your organization is enrolled in the Sustainable Community Leader Program (SCLP), the program works as follows:

STEP 1: Complete the Sustainability Assessment Form (SAF) – Please take no more than two weeks to complete as much of this form as possible. If you have questions while completing the form, contact your SCLP coordinator (see page 1 of your SAF).

STEP 2: Initial Site Visit - As soon as the form is completed, your SCLP coordinator will contact you to make an appointment to tour your business site, help complete any remaining items on the assessment form, verify measures listed in your form, and take photographs for our files.*

STEP 3: Recommendations and Green Team Meeting - Based on the assessment and results obtained from Steps 1 and 2, the SCLP team will recommend actions for improvement along with the appropriate resources. Recommendations will be presented to you/your Green Team by your SCLP coordinator during a second follow-up visit.

STEP 4: Develop a Sustainability Action Plan - You/your Green Team will select the improvement actions that you commit to, which will constitute your Sustainability Action Plan (SAP). The SAP will only include items agreed upon by both the SCLP and management of your organization.

STEP 5: Implementation and Ongoing Assistance - You/your Green Team implement the SAP. Your SCLP coordinator is available to provide guidance in selecting the services and vendors you need, recommend how to get grants, incentives, and discounts, and research specific topics.

STEP 6: Program Evaluation and Certification - Your organization must achieve specific and quantitative criteria for certification. Your SCLP coordinator evaluates the success of the SAP and works with you/your Green Team to promote long-term continuous improvement. Upon certification you will receive a decal(s) for your organization's storefront, use of our logo on our website, and listing on the SCLP website. Certification is valid for a period of 2 years, after which you can seek recertification through an abbreviated SCLP.

*Individual organization names can remain confidential upon request for case studies; however, individual organizations agree to provide information for case studies for this program to help other organizations learn about becoming more sustainable. Final results for participating organizations will be published in an aggregate report to share results on waste reduction, energy efficiency, water conservation, and overall sustainability areas.

Agreement

As a participant in the Sustainable Community Leader Program, you and the business you represent agree to the following:

- To make a best faith effort to implement all of the changes agreed upon in your Sustainability Action Plan.
- To cooperate with your SCLP Coordinator in providing the information necessary to support you through the SCLP.
- To respond to communications from your SCLP Coordinator on a timely basis.
- To supply basic metrics (electric, gas, water, waste, etc as applicable) for one year prior to the start of the SCLP, during the program, and one year after certification.
- To provide monthly progress reports to your SCLP coordinator and complete a final evaluation of the program at programs end.
- To communicate issues, concerns, complaints, etc. to your SCLP coordinator immediately for rectification.

Name and Organization (print)

Signature

Date