



# GREEN BUSINESS AWARD

2011

*Johnson County, KS*

## APPLICATION

### GREEN BUSINESS RECOGNITION

The Johnson County Solid Waste Management Committee is recognizing businesses that are leading the way to reduce waste and conserve resources. Green business practices save your business money and are valued by your customers and employees. Businesses with innovative recycling programs, green purchasing policies, conservation measures and employee education programs are encouraged to apply for the Green Business Recognition Award.

### 2011 AWARDS

This is a self-nominating and non-competitive award. Applications are due by January 31, 2011. The Solid Waste Management Committee will score the applications based on overall program effectiveness and the use of innovative approaches and activities. The awards will be announced around Earth Day, April 22, 2011.

### ELIGIBILITY

Any Johnson County business or organization may apply. Applicants must be in compliance with all applicable environmental regulations. Applicants must meet the following:

- ✓ Submit a one page (minimum) written summary describing efforts.
- ✓ Provide actual waste and recycling metrics.
- ✓ Complete the attached application form.
- ✓ Submit a \$35 application fee (checks payable to JCED).

### RECIPIENT BENEFITS

The winners will receive the following:

- A certificate and award presented by the Johnson County Solid Waste Management Committee.
- Recognition on the county's Environmental website.
- Local media attention including an announcement in our Eco Newsletter.
- Feedback on improvements to your current efforts.
- Permission to use our "Green Business Award" logo on your website and on promotional documents.

Submit your completed application and direct any questions regarding the program to the following:

**Johnson County Environmental Department**  
11811 S. Sunset Dr. Ste. 2700  
Olathe, KS 66061  
Phone: 913-715-6900  
Fax: 913-715-6970

**JoCoRecycles.org**





**GREEN  
BUSINESS  
RECOGNITION  
AWARD**

*Johnson County, KS*

# APPLICATION

**Please complete this form and submit a one page written summary describing your waste reduction efforts. Include supporting documentation of your waste and recycling metrics. Submit the complete application to the Johnson County Environmental Department by January 31, 2011 to be eligible for the 2011 award cycle.**

**Name of Business:** \_\_\_\_\_

**Business Contact:** \_\_\_\_\_

**Contact Phone #:** \_\_\_\_\_ **Contact Email Address:** \_\_\_\_\_

**Business Street Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Summary of Services Provided:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**# of Employees:** \_\_\_\_\_

**How did you hear about this award?**

- Chamber newsletter/email
- Local newspaper \_\_\_\_\_
- Word of mouth
- Presentation by Environmental Department
- Other \_\_\_\_\_

**In the following section, please check each box where you have met the listed actions. In the space provided, briefly describe your business's approach to accomplishing these actions.**

**Emerald Award** - To earn recognition, you must track your company's solid waste and recycling metrics, you must currently be undertaking all mandatory activities (shown in bold) and have met a minimum of 85% of actions overall.

**Gold Award** - To earn recognition, you must track your company's solid waste and recycling metrics, you must currently be undertaking all mandatory activities (shown in bold) and have met a minimum of 75% of actions overall.

**Honorable Mention** - If you have not quite reached the Gold Level Award, you still deserve to be recognized for your efforts. Staff is available to perform free consulting to assist with improving your waste reduction and recycling programs.

## Progress and Tracking

- Track solid waste, recycling, and other diversion metrics.\* Attach supporting documentation to this application. Metrics must be tracked using an approved method (one full calendar year preferred). EPA's program WasteWise is our suggested tracking tool but others may work upon approval.**

\* Johnson County Environmental Department staff is available to assist you in establishing a tracking system. Please contact for assistance:  
913-715-6900

- Conduct a waste evaluation or a professional waste audit.\* Attach supporting documentation to this application.

\*Johnson County Environmental provides free waste evaluations from qualified staff, please inquire. Many local companies conduct waste audits.

## Recycling and Waste Reduction

- Recycle paper, cardboard, and aluminum and plastic beverage containers (mandatory, must provide metrics and detailed information about disposal process and/or vendors).**

- Recycle glass food/beverage containers. Our community now has access to Ripple Glass drop off locations.

- Recycle boxes, packing material, pallets, and pallet wrap and/or reuse packing and shipping materials.

- Recycle toner and inkjet cartridges and purchase recycled cartridges.

- Reduce copying: use electronic distribution to avoid unnecessary document printing, and set copier and printer defaults to double-sided (mandatory).**

- Reuse paper that is still good on one side for scratch paper.

Use durable, reusable tableware rather than disposable (dishes, towels, boxes, bags, containers, cups, mugs, etc.).

Minimize disposable bottled water purchases by providing durable cups and a central water dispenser or water filtration system.

Recycle used cooking oil or motor oil. Please describe.

Not Applicable (and will not count against your total)

Compost food waste and/or donate excess food. You don't have to be a restaurant to qualify for this one. No matter what your business, chances are employees generate food waste throughout the work day.

Recycle fluorescent light bulbs, rechargeable batteries, or hazardous materials/waste (please provide vendor information).

Manage yard waste on-site by leaving grass clippings with a mulching mower and/or composting.

Not Applicable (and will not count against your total)

Offer reusable shopping bags to your customers and/or discounts for those who use them.

Not Applicable (and will not count against your total)

Properly recycle electronic waste (please provide vendor information).

- Work with vendors to minimize product packaging and on take-back options at end of use.

### Responsible Purchasing

- Buy office paper with 30 to 100% post-consumer recycled content (mandatory).**

- Purchase post-consumer, recycled content materials and products and supplies.

- Purchase biodegradable, compostable or recyclable “to go” food containers.
- Not Applicable (and will not count against your total)

- Purchase recycled content toiletries such as paper towels and tissue paper and use environmentally friendly products for janitorial facility maintenance.

- Request a description of the green business practices from vendors and/or contractors.

### Education and Outreach

- Regularly communicate with staff about the company’s waste reduction, reuse and recycling programs (mandatory).**

- Start a green team to involve employees in developing green business practices and goals.

- Adopt waste reduction goals into your business statement (please attach or provide in the space below).

- Include training about your green business practices in new employee training guides (please provide examples).

**Additional Sustainability Efforts – This section will not count against your total criteria, it will only help**

- Replace incandescent light bulbs with energy efficient compact fluorescent bulbs or LED lights.
- Use Energy Star approved equipment and choose the maximum energy saving settings.
- Turn off equipment and lights when not in use especially on nights and weekends.
- Install a programmable thermostat.
- Update your fleet to hybrids, alternative fuel or vehicles with higher efficiency.
- Check your HVAC system: seal any duct leaks, remove obstructions from intakes and regularly replace filters.
- Implement water conservation measures (list).
- Conduct an energy audit.

**Additional comments and sustainable actions**

- Other, please describe:

**For Official Use Only**

Total criteria met: \_\_\_\_\_  
Total criteria possible: \_\_\_\_\_  
Total %: \_\_\_\_\_

**Application Checklist:**

- \$35 application fee
- Written summary of efforts
- Metrics provided
- Completed application

**Recommended for the following award:**

- Emerald Level
- Gold Level
- Honorable Mention