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**e2 Business Application**

**SECTION 1A: General Business Information**

Business Name:

Street address:

(Note: Businesses located outside City limits are not eligible for the City’s e2 Business program)

Mailing address (if different):

Type of business:

Days/Hours of operation:

Number of employees:

Property: own or lease?

**Contact**

Name/title:

Email:

Phone:

Date Application Completed:

Electronically submitted applications will be

Processed more quickly and save paper!

Submit Completed Applications to:

Peter Nelson

Division of Sustainability and the Environment

Salt Lake City Corporation

451 S. State Street Room 135

 P.O. Box 145470

Salt Lake City, UT 84114

Peter.nelson@slcgov.com

(801) 535-6477

For City Use Only:

Date Application Received:

Date Application Reviewed:

Date Company Certified:

**SECTION 1B: Company Bio**

*The e2 Business Program does its best to promote each member business for its contribution to a sustainable Salt Lake City. Please complete this section to be used by the city in its promotion efforts.*

***Company Introduction***

|  |
| --- |
| Please briefly describe your company’s history, history in Salt Lake City and the goods and/or services it offers. |
| Please make a brief statement about your company’s commitment to environmental sustainability. |

***Additional Information***

|  |
| --- |
| Please provide any addition information you would like to share about your company (Awards, Recognition, etc.). |

Circle the utilities you pay for: Electricity Gas Water Trash

**SECTION 2A: Tier 1 Utility Baseline (Complete this section for each utility you pay for)**

***Electricity***

|  |
| --- |
| What is your annual (calendar or fiscal year) electricity consumption in kilowatt hours? |
| (If you absolutely cannot provide kilowatt hours used, what is your annual cost for electricity and your current cost per kilowatt hour?) |
| What types and quantities of clean alternative energy do you purchase/use (i.e. wind power from Blue Sky Program?) |

***Natural Gas***

|  |
| --- |
| What is your annual (calendar or fiscal year) natural gas consumption in decatherms? |
| (If you absolutely cannot provide decatherms used, what is your annual cost for natural gas, and your current cost per decatherm?) |

***Water***

|  |
| --- |
| What is your annual (calendar year or fiscal year) water consumption (CCF – hundred cubic feet)? |

**SECTION 2B: Utility Baseline**

***Electricity***

|  |
| --- |
| What are the primary contributors to your electricity use (e.g., heat, lights, cooling, etc.)? |
| On a typical day, how many lights are left on when the facility is unoccupied or in unoccupied areas/rooms (i.e. nights, weekends, break time)? |
| On a typical day, how many computers are left on when the facility is unoccupied, or users have left for the day? |
| On a typical day, how many other electronic devices are left on after employees have left for the day? (i.e. machinery, etc.) |
| IF you have an electrical cooling system, at what temperature is your thermostat set during the summer? |
| IF you have electric heat, at what temperature is your thermostat set during the winter?  |

***Natural Gas***

|  |
| --- |
| What are the primary contributors to your natural gas use (e.g., heat, cooling, etc)? |
| IF you have a natural gas-fired furnace or boiler, at what temperature is your thermostat set during the winter? |

***Water***

|  |
| --- |
| What are the primary contributors to your water use (e.g., landscape, plumbing)? |
| Do you have any leaking faucets or toilets? (Please check all faucets and toilets.) |
| If you have any landscape you maintain, how often and how long do you water it? |

**SECTION 3: Other Baseline Information (Complete all questions)**

***Solid Waste***

|  |
| --- |
| What are the main items that make up your entire waste stream (cardboard, paper, plastic, food, etc.)? |
| What do you currently recycle?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Material | None | Some | Most | All | Recycler |
| Cardboard |  |  |  |  |  |
| Paper |  |  |  |  |  |
| Plastic |  |  |  |  |  |
| Aluminum Cans |  |  |  |  |  |
| Steel Food Cans |  |  |  |  |  |
| Scrap Metal |  |  |  |  |  |
| Glass |  |  |  |  |  |
| Electronics |  |  |  |  |  |
| Compostable waste (landscaping, food) |  |  |  |  |  |
| Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |  |  |  |

 |
| Is your electronics recycler BAN certified?

|  |
| --- |
|  [ ]  YES [ ]  NO [ ]  N/A |

*for more information, visit* [www.ban.org](http://www.ban.org)  |

***Solid Waste Baseline (Optional)***

*(Establishing a solid waste baseline is necessary to accurately track and assess waste reduction goals)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Waste Material | # of Bins | Capacity | Percent Full | Pickups per Week | Hauler |
| Garbage (to landfill) |  |  |  |  |  |
| Cardboard |  |  |  |  |  |
| Paper |  |  |  |  |  |
| Plastic |  |  |  |  |  |
| Aluminum Cans |  |  |  |  |  |
| Steel Food Cans |  |  |  |  |  |
| Scrap Metal |  |  |  |  |  |
| Glass |  |  |  |  |  |
| Electronics |  |  |  |  |  |
| Comingled |  |  |  |  |  |
| Compost |  |  |  |  |  |
| Other:\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |  |  |  |

***Transportation***

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| How much fuel (gallons) does your business use annually in support of business operations (calendar year or fiscal year)?

|  |  |
| --- | --- |
| Type | Gallons Used Annually |
| Regular Unleaded |  |
| Diesel |  |
| Biodiesel |  |
| CNG |  |
| Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |

 |
| What types of vehicles are used in your daily business operations (e.g. Hybrid SUV, gasoline sedan, delivery van, etc.)? Include estimated mileage per gallon.   |
| What measures have you taken to reduce fuel consumption with regards to your vehicle usage (e.g. Efficient route planning, use public transit when possible, etc.)?  |
| Does your business offer any employee incentives to reduce car commuting (e.g. Transit/bus passes, carpools, bike security, etc.)? Describe current incentives. |
| How many airplane flights do your employees take annually in support of business operations? |

***Purchasing***

|  |
| --- |
| What measures have you taken to reduce resource consumption (i.e. double sided printing, using tap water instead of bottled water, reduced use of disposable items)? |
| List recycled products you purchase and the percentage of recycled material in each (e.g., paper towels with 20% post-consumer recycled content). |

***Chemicals***

|  |
| --- |
| Which of the following toxic chemicals you use or store on site:🞏Chlorine 🞏Ammonia 🞏Oil-based paint 🞏Corrosive cleaners 🞏Pesticides 🞏Oil 🞏Fuel |
| Do you store more than 25 gallons of any of the items listed above? 🞏Yes 🞏No |
| What types of less toxic cleaning alternatives do you use (i.e. vinegar, baking soda, other commercially available green cleaning agents)? |

**SECTION 4: Set Goals.** Please set at least three significant quantifiable goals that you will meet for the current calendar year (or next calendar year if you apply after Sept. 30). Specify the tasks or strategies that will be required in order to reach that goal. Goals should address non-renewable energy conservation, water conservation, landfill waste reduction, and/or recycling rate improvement. Assign someone to be in charge of each task or strategy and indicate when that task or strategy should be completed. (Example on next page)

**These Goals are for calendar year:**

|  |
| --- |
| Goal:Create and employee incentive program for ride sharing, and any practices that will reduce car use |
| Tasks/Strategies to achieve goal: | By Who | By When |
|  |  |
| Goal:Perform lighting efficiency upgrade using e2 revolving loan fund |
| Tasks/Strategies to achieve goal: | By Who | By When |
|  |  |
| Goal: |
| Tasks/Strategies to achieve goal: | By Who | When |
|  |  |

**Goal Setting Example**

*Enviro-Conscious-Vision, Inc.* is an e2 Business and they want to set and achieve environmental sustainability goals for the next year. They have chosen to establish goals in non-renewable energy conservation and landfill waste reduction.

**These Goals are for Calendar Year: 2018**

|  |
| --- |
| Goal 1: **Reduce electrical use by 10%, from 20,000 Kwh in 2007 to 18,000 Kwh in 2008.** |
| Tasks/Strategy to achieve goal:1. Purchase energy efficient bulbs to have on hand, and replace light tubes as they go out with new T-8 tubes, bulbs with CFLs.
2. Program all printers and computer to shut down after 30 mins of inactivity.
3. Educate employees and ask them to turn off lights when leaving rooms. Put up “reminder” stickers by light switches.
4. Turn up temperature setting on air conditioning by 4 degrees so it does not run as much in the summer.
 | By Who | By When |
| AriannaBillCharlieDanielle | June, 08Jan, 08Jan, 08June, 08 |
| Goal 2: **Reduce Solid Waste from 1 dumpster full every two weeks to one dumpster full every three weeks (to decrease waste by 1/3.)** |
| Tasks/Strategy to achieve goal:1. Purchase and put out recycling bins near shipping/receiving for paper packaging material and other locations for other use.
2. Get rid of plastic forks and knives and paper plates in the break room, instead encourage employees to bring and wash their own utensils and buy a couple sets to keep in break room.
3. Get everyone to reuse items such as water bottles and boxes so they do not get thrown away.
4. Educate employees to recycle all office paper, junk mail, envelopes, etc. rather than throwing it away
 | By Who | By When |
| EmeryFrankGregHelen | June, 08Sep, 08July, 08Jan, 08 |
| Goal 3: **Reduce vehicle gas use by 20%, from 2000 gallons (fleet) to 1600 gallons (fleet), and employee auto commute miles from 48,000 miles/year to 38,400 miles per year.** |
| Tasks/Strategy to achieve goal:1. Encourage employees to ride their bikes or take public transport to work by suppling bike storage and introducing program to reimburse employees for transit passes.
2. Provide employees with information about car pooling and ride sharing, hand out UTA car pooling information.
3. Trade in fleet SUV for a fleet sedan with much better gas mileage.
4. Send email encouraging employees to telecommute once a week.
 | By Who | By When |
| IkeJohnKellyLou | Aug, 07Jan, 08Nov, 08Jan, 08 |