

**Environmental Stewardship Awards
APPLICATION
Deadline: September 23, 2008**

Organization Information

Name of Organization: _____

Classification (*check one*): School School District Governmental Agency Public/Private Business

Organization Address: _____

Street Address

City

State

Zip

Chief Officer: _____

Contact Person for this Application: _____

Contact Person's Phone Number: _____

Email: _____

Total number of employees working in the AACOG 12-County region*: _____

Environmental Stewardship Information

Please use the check boxes and description lines on the following pages to illustrate your organization's efforts to reduce air pollution in the AACOG 12-County region. If description lines do not provide enough room, attach additional sheets. Please attach any supporting documents or materials at the end of the application.

Each organization may receive a maximum of 20 points in each category; awards will be given to any organization attaining a minimum total of 100 points.

The Environmental Stewardship Awards are sponsored by the members of the AIR Public Education Committee: Alamo Area Council of Governments, CPS Energy, Texas Independent Automotive Association, San Antonio Water System, VIA Metropolitan Transit, San Antonio-Bexar County Metropolitan Planning Organization, City of San Antonio, Texas Department of Transportation, Bexar County, Comal County, Guadalupe County, and Wilson County.

Members of the AIR Public Education Committee are not eligible to apply.

If you have any questions or require assistance in completing this application, contact Annette Prosterman at (210) 362-5213 or aprosterman@aacog.com.

* - *Includes the following counties: Atascosa, Bandera, Bexar, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, Medina, and Wilson*

Category 1: Commuter Assistance

Check all applicable boxes.

- a. Offer programs/incentives for taking mass transit
Examples Include: Bus passes are made available for employees to purchase at the worksite; Employees are reimbursed for part of the cost of a bus pass; Employees are reimbursed for the total cost of a bus pass.
- b. Offer programs/incentives for RideSharing
Examples Include: Organization operates carpool and/or vanpool matching program for employees; Organization uses the River Cities RideShare free carpool matching program for employees; Organization provides priority/lower cost parking for carpools; Organization uses SchoolPool matching program (for schools); Organization provides vans for employee vanpools
- c. Offer programs/incentives for Walking/Cycling
Examples Include: Organization provides matching program for employees; Organization provides amenities for walking or bicycling employees, such as bicycle racks, bicycle lockers, showers, and/or membership to facilities that provide showers; Organization uses Walking School Bus/Bike Buddies (for schools)
- d. Organization reimburses employees for membership in emergency ride home program
- e. Offer Alternative Work Scheduling
Examples Include: Organization allows employees flexible work schedules; Organization allows employees a compressed work week (4 day/40 hour or variation); Organization allows employees to telecommute one or more days per week; Organization provides employees with information on commuter programs; Organization participates in Walk & Roll Corporate Challenge program.

Other Programs

- a. Organization provides other incentives or programs to reduce air pollution from employees commutes (please describe below)

- b. Further description of Commuter Assistance Practices that are noteworthy:

Category 2: Fleet Management

(Minimum fleet size for eligibility in this category: 10 vehicles)

Check all applicable boxes

- a. Use of alternate fuels and/or hybrid technology
 - c. Use of “green” vehicles (other than hybrids) with low pollution and/or high fuel economy
 - d. Organization owns low emissions vehicles for employee use for on-campus or short trips
 - e. Organization conducts regular maintenance on each vehicle
Examples include: All manufacturer-required maintenance performed on schedule; Tire pressure checked and adjusted as necessary at least once per month; Record gas mileage; Air filters replaced every 12,000 – 15,000 miles; Fuel filters replaced every 30,000 miles.
 - f. Adopted idle-reduction policies
Examples Include: Employees are instructed not to allow vehicles to idle more than five minutes; Implemented Green Patrol program (for schools).
2. Ozone-sensitive fueling practices
Examples Include: Fleet vehicles are only refueled after 6 p.m.; Employees are instructed not to “top-off” when refueling; Employees are instructed to ensure that gas cap “clicks” after fueling; Fuel pumps have Stage 2 vapor recovery system

Category 3: Energy Efficiency and Sustainable Building

Check all applicable boxes

- a. Building utilizes energy efficient elements
Examples Include: Tinted or low-emissivity windows; Special or additional insulation; Light-colored roofing material; Light colored exterior walls; High efficiency A/C, heating.
Describe efforts to increase energy efficiency in production processes _____
- b. Employees are encouraged to take steps toward energy conservation
Examples Include: Turning off office lights when not in use; Turning off computers during non-business hours; Using window shades or blinds to moderate indoor temperatures; Turning up thermostats in summer, turning down in winter.
- c. Building is built or remodeled to include locally-produced, renewable, recycled, or other environmentally-friendly materials.
Examples Include: Floor tiles made in a local factory; Bamboo flooring; Office doors recovered from soon-to-be-demolished buildings; or Low- or no-VOC paint.

Describe other building design elements designed to increase energy efficiency: _____

Category 4: Process Pollution Reduction

Explain your efforts above and beyond what is required by law to reduce the amount of ozone precursor pollutants, nitrogen oxides and/or volatile organic compounds, being emitted from your processes and, if possible, quantify the savings achieved:

Description of Pollutant Reduction Efforts	Nitrogen Oxides Savings	Volatile Organic Compound Savings

Category 5: Landscaping

Check all applicable boxes

- a. Organization or Organization’s landscaping contractor uses no two stroke equipment
- b. Organization or Organization’s landscaping contractor uses only electric equipment
- c. Established policy against using gasoline-powered landscaping equipment during Air Quality Health Alert days
- d. Organization has planted additional shade trees on grounds to shade buildings and reduce the need for air conditioning during the summer months
- e. Describe other efforts made to reduce air pollution from landscaping practices:

Category 6: Air Quality Education

Check all applicable boxes

- a. Employees are made aware of free Air Quality Health Alert notification availability
- b. Employer directly notifies all employees of Air Quality Health Alerts
- c. Employer flies Air Quality Health Alert banner when Air Quality Health Alert is called
- d. Employer posts other sign or banner when Air Quality Health Alert is called
- e. Employer distributed informational materials on ozone's health effects to employees
- f. Employer has allowed AACOG to set up an air quality table and/or distribute materials to employees
- g. Employer has hosted informational presentation to employees by AACOG on air pollution issues
- h. Employer provides on-site education on emissions reduction
- i. Please describe other air quality education efforts made:

THIS IS THE END OF THE STRUCTURED PORTION OF THE APPLICATION. PLEASE ATTACH ADDITIONAL SHEETS DESCRIBING AND/OR QUANTIFYING ANSWERS GIVEN ABOVE OR ADDITIONAL POLLUTION REDUCTION EFFORTS AFTER THIS PAGE.

Fax or Mail your completed application to:

Annette Prosterman

Alamo Area Council of Governments

Attn: Environmental Stewardship Awards

8700 Tesoro Dr., Ste. 700

San Antonio, TX 78217

FAX: (210) 225-5213