

## GREEN EVENTS APPLICATION

- This policy is applicable to medium scale events (defined as events with 1000 to 1999 participants) and large-scale events (events exceeding 2000 participants) located at city-owned facilities.
- All events must submit a Waste Management/Recycling Plan to the City for review and approval. Your waste plan must address the following:
  - 1) The number of recycling receptacles to trash receptacles reflecting a 1:1 ratio of recycling receptacles to trash receptacles
  - 2) Items to be recycled
  - 3) Name of hauler
  - 4) Outreach methods to reduce recycling contamination
  - 5) Litter operations
- Medium-scale events located at city-owned facilities must accomplish a certification of “Silver” or higher.
- Large events must achieve a “Gold” level.
- Events receiving City sponsorship equating to half of the total event costs must attain a “Platinum” certification.

**Date of Event:** \_\_\_\_\_

**Event Organizer:** \_\_\_\_\_

**Event Name:** \_\_\_\_\_

**Event Location:** \_\_\_\_\_

ITEM	POSSIBLE POINTS	NUMBER OF POINTS TO BE ACCOMPLISHED
<b>RECYCLING/MANAGING WASTE</b>	<b>35</b>	Write in Number of Points To Be Accomplished
<b>WASTE PREVENTION/REDUCTION</b>	<b>45</b>	Write in Number of Points To Be Accomplished
<b>ENERGY MANAGEMENT</b>	<b>20</b>	Write in Number of Points To Be Accomplished
<b>REDUCING VEHICLE MILES TRAVELED</b>	<b>35</b>	Write in Number of Points To Be Accomplished
<b>GREEN EVENT INNOVATIONS</b> (Summarize innovation(s) on a separate sheet)	<b>Up to 20</b>	Write in Number of Points To Be Accomplished
<b>MISSION VERDE OFFSET</b> \$55 per point for medium-scale events \$75 per point for large-scale events	<b>40</b>	Write in Number of Points To Be Accomplished
<b>TOTAL POINTS EARNED</b>	<b>195</b>	Write in Number of Points To Be Accomplished

## **WASTE MANAGEMENT/RECYCLING PLAN**

**Event permits will not be issued until a Waste Management/Recycling Plan is submitted and approved by the City of San Antonio**

**Your plan details must include:**

1. The number of recycling receptacles to trash receptacles reflecting a 1:1 ratio of recycling receptacles to trash receptacles
2. Items to be recycled
3. Recycling operations - Name of hauler, number of hired staff, number of volunteers
4. Outreach methods to reduce recycling contamination
5. Litter operations (bag and broom) - Name of hauler or self-haul, number of hired staff, number of volunteers



**GREEN EVENTS 195 POINT SCORECARD**

<b>RECYCLING/MANAGING WASTE</b>	<b>POSSIBLE POINTS</b>	<b>35</b>
Establish manned recycling station(s) 50% of recycling stations manned: 5 points 100% of recycling stations manned: 10 points	10	
Provide composting of food scraps	10	
Recycle cardboard boxes	10	
Make arrangements to take excess food to a food bank or shelter	5	
<b>WASTE PREVENTION/REDUCTION</b>		<b>45</b>
Utilize e-mail/web for event activities to substantially decrease printed or mailed materials	5	
Sell or use (Health Dept. approved ) refillable containers for beverage concessions	5	
Sell or provide beverages in recyclable containers i.e. glass, plastic (grades 1-7) or aluminum	5	
Use 2-sided printing for promotional materials/handouts	5	
Utilize biodegradable plastic bags for trash receptacles	5	
Use reusable/recyclable/compostable materials in booths/displays/exhibits	10	
Commit to holding a “Zero-Paper” or “Paper-Free” event	10	
<b>ENERGY MANAGEMENT</b>	<b>POSSIBLE POINTS</b>	<b>20</b>
Purchase Windtricity through CPS Energy <i>(payment can be made to the City of San Antonio - \$65 per day for medium events; \$130 per day for large events)</i>	10	
Use alternative fuel or solar-powered generators/equipment or alternative fuel vehicles	5	
Provide education and outreach on how to reduce energy consumption at home	5	
<b>REDUCING VEHICLE MILES TRAVELED</b>	<b>POSSIBLE POINTS</b>	<b>35</b>
Provide shuttle service from transit stops or parking lots to the event	15	
Provide amenities for bicyclists to include any of the following: bike racks, bike valet services or designate a secured area for bicycle parking	10	
Provide directions to the event using public transit and bike routes	5	
Promote carpooling, biking, walking and usage of public transit	5	
<b>MISSION VERDE OFFSET</b>	<b>POSSIBLE POINTS</b>	<b>Up to 40</b>
\$55 per point for medium-scale events \$75 per point for large-scale events		
<b>GREEN EVENT INNOVATIONS</b>	<b>POSSIBLE POINTS</b>	<b>Up to 20</b>
Recommend a green event innovation for pre-approval by City staff		
<b>Certification Values: Silver: 40-59; Gold 60-79; Platinum 80-109; Verde 110-195</b>	<b>POSSIBLE POINTS</b>	<b>195</b>

*All events located at city-owned facilities must accomplish a certification of “Silver” or higher. Large events must achieve a gold level. Events receiving City sponsorship equating to half of the total event costs must attain a Platinum certification.*