



City of Coral Gables Green Business Certification



PROGRAM APPLICATION

Name of Business: _____

Business Address: _____ State: ____ Zip: _____

Contact Name: _____ Phone: _____ Email _____

Type of Business:

- Retail
- Office/Co-Working Space
- Catering
- Medical Office/Hospital/
Urgent Care/Out-Patient Center
- Garment Cleaning
- Restaurant
- Hotel
- Other (Please specify)

Number of employees

- Less than 5
- 6-10
- 11-25
- 26-50
- 51-100
- 101+

How would you rate your company's current environmental sustainability efforts?

- Very Sustainable (Proud)
- Somewhat Sustainable (Working on it)
- Don't Know
- Would like to be more sustainable

Please describe below what your business/organization is doing to be environmentally friendly. Please feel free to include photos, honors/recognitions, etc.
(250 words or less)

Photo 1

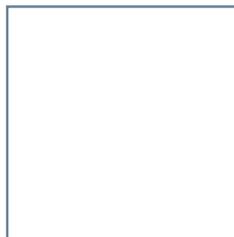


Photo 2

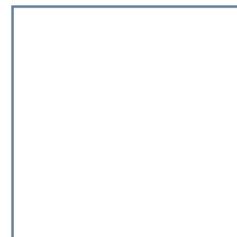


Photo 3



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SUSTAINABILITY CHECKLIST ①

GENERAL (Must Complete - Required plus at least 3 more) * Required

Post signs to encourage conservation. Ex: turning off computers, lights and faucets, limiting use of paper towels and water, recycle etc.*

Employee Training:

- Incorporate sustainable/environmental education into employee training.
- Provide incentives for employees to attend trainings on green practices.
- Host a speaker to inform employees about environmental initiatives at work/home.

Environmental Policy:

- Incorporate a statement of commitment to environmental protection into the mission/goals of your business.

Inform Your Customers*:

- Advertise green initiatives on products/around the organization/business and highlight it on marketing materials, social media, etc.

Calculate business' carbon footprint and discuss with employees. Then recalculate once business has made progress in becoming more sustainable to show improvements.*

- [Carbon Footprint Calculator](#).

Comply with the City's Prohibition on Expanded Polystyrene.* (if applicable).

- [Coral Gables Prohibition on Expanded Polystyrene](#).

Comply with the City's Prohibition on Single-use Carryout Plastic Bags.* (if applicable).

- [Coral Gables Prohibition on Single Use Plastic Bags](#).

Celebrate Earth Day (April 22) or Earth Month (April):

- [Earth Day Network](#)
- Participate in Coral Gables Earth Month and/or sustainability events throughout the year (i.e.: [Parking Day](#), [Bike to Work Day](#), [Electronic Recycling Events](#), Arbor Day, Farmers Market, Coral Gables Chamber Events, etc.)

Participate in the City's [Sustainability Advisory Board](#) and/or on the Coral Gables Chamber of Commerce S.E.E. Green Committee.

Other (list other initiatives taken toward community/employee engagement surrounding sustainability).

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SUSTAINABILITY CHECKLIST (2)

SOLID WASTE REDUCTION AND RECYCLING (Must Complete at Least 3) * Required

Currently have a recycling program/regularly scheduled pick up.* Recycling is mandatory as per Chapter 15 of the Miami-Dade County Code (Daily fines from \$300 to \$950).	<input type="checkbox"/>
Eliminate the use of single-use disposable plastic straws and stirrers. Make straws available only upon request. Use sustainable alternatives from non-plastic materials such as paper, sugar cane, bamboo straws, or other similar materials.*	<input type="checkbox"/>
Purchase office products such as copy paper, pens, toilet tissue, printer cartridges, etc. made out of recycled content.	<input type="checkbox"/>
Have a company composting program: Guide to creating a composting program .	<input type="checkbox"/>
<p>Eliminate bottled water:</p> <ul style="list-style-type: none"> • Switch from providing bottled water or from using bottled water coolers to bottle-less water coolers (filtered and connected directly to the water line). • Provide refillable water bottles to employees and encourage employees and customers to bring their own reusable bottles. 	<input type="checkbox"/>
Set printers and copiers to default to print double-sided.	<input type="checkbox"/>
Reuse packaging materials.	<input type="checkbox"/>
Provide an incentive for employees to bring their own reusable bags/containers/mugs/etc.	<input type="checkbox"/>
Provide a discount for customers to bring their own reusable bags/containers/mugs/etc.	<input type="checkbox"/>
Create a sustainable catering program (if applicable).	<input type="checkbox"/>
Reduce junk mail: Ecocycle .	<input type="checkbox"/>
Designate an employee in the office as the recycling/sustainability coordinator/liaison.	<input type="checkbox"/>
Place Recycling bins next to trash cans and copiers with signs of what can/cannot be recycled.	<input type="checkbox"/>
Donate, sell or exchange unwanted, but usable items. Do not just throw away.	<input type="checkbox"/>
Have permanent dishware in kitchen or breakroom versus disposable.	<input type="checkbox"/>
Other (please include any additional related items not mentioned above).	<input type="checkbox"/>

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SUSTAINABILITY CHECKLIST ③

ENERGY CONSERVATION (Must Complete at Least 3)

Complete a FPL Online or Onsite Business Energy Evaluation which will help identify cost-beneficial improvements for your facility.*	<input type="checkbox"/>
Have power strips that can be turned on/off at each work station.	<input type="checkbox"/>
Replace incandescent bulbs and T12 fluorescent lamps with LEDs.	<input type="checkbox"/>
Have 75% or more of the office equipment/appliances be Energy Star certified.	<input type="checkbox"/>
Set all office and/or restaurant equipment (printers, refrigerators, thermostats, etc.) to optimum energy efficiency settings.	<input type="checkbox"/>
Install lighting controls - occupancy sensors/ delay timers.	<input type="checkbox"/>
Install window film /tinting or solar screens.	<input type="checkbox"/>
Use renewable energy onsite (solar, wind, etc.). Coral Gables has implemented PACE to allow businesses and residents upfront financing to install energy efficient upgrades.	<input type="checkbox"/>
HVAC meets energy efficient rating standards .	<input type="checkbox"/>
Ensure/conduct regular maintenance of HVAC and refrigeration system.	<input type="checkbox"/>
Have Power Management Software (ex: Energy Star).	<input type="checkbox"/>
Meet with fellow tenants or property manager and develop an action plan to address energy issues that are out of the business'/tenant's control (common areas).	<input type="checkbox"/>
Other (please include any additional related items not mentioned above).	<input type="checkbox"/>

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SUSTAINABILITY CHECKLIST ④

WATER CONSERVATION (Must Complete at Least 3) * Required

Track Water Use- track monthly water use and monitor bills for leaks. Set water reduction targets (i.e.: Reduce water consumption by 20% baseline year level) and measure progress.*	<input type="checkbox"/>
Replace older toilets and water faucets with higher efficiency models or WaterSense - certified High-Efficiency toilets and faucets.	<input type="checkbox"/>
Install low flow aerators for faucets and showers. Install motion activated faucets.	<input type="checkbox"/>
Leak Detection and Repair - Use leak detection tablets, food coloring or equipment.	<input type="checkbox"/>
Restaurants: Serve water only upon request (also saves energy from fewer glasses to wash).	<input type="checkbox"/>
Install Water efficient irrigation systems (if applicable). Alliance for water efficiency	<input type="checkbox"/>
Complete an integrated pest management plan.	<input type="checkbox"/>
If applicable, use environmentally friendly insecticide/pesticides.	<input type="checkbox"/>
Keep loading docks, dumpsters and parking areas free of chemicals/contaminants/debris.	<input type="checkbox"/>
Meet with fellow tenants or property manager and develop an action plan to address energy issues that are out of the business'/tenant's control.	<input type="checkbox"/>
Other (please include any additional related items not mentioned above).	<input type="checkbox"/>

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SUSTAINABILITY CHECKLIST (5)

POLLUTION PREVENTION (Must Complete at Least 1)

Company/Business has an official green purchasing policy .	<input type="checkbox"/>
Offset your company's CO2 emissions through purchase of renewable energy credits or installation of renewable energy sources.	<input type="checkbox"/>
Avoid washing activities where runoff can go straight into a storm drain.*	<input type="checkbox"/>
Reduce fuel use - Lessen the use of company cars.	<input type="checkbox"/>
Safe E-Waste Disposal - Collect electronic waste and dispose of it in an environmentally friendly manner. Coral Gables hosts 2-4 electronic recycling collection events per year .	<input type="checkbox"/>
Use vegetable or low VOC commercial printer ink.	<input type="checkbox"/>
Use refillable or reused ink cartridges for in-house printing.	<input type="checkbox"/>
Buy EPEAT Certified electronic products: • Sustainable Marketplace: Greener Products and Services .	<input type="checkbox"/>
Use bleach and chlorine-free paper.	<input type="checkbox"/>
Offer Environmentally Preferable Products - organic/local produce (if applicable).	<input type="checkbox"/>
Dispose of chemicals safely (Miami-Dade County Guidelines).	<input type="checkbox"/>
Use Safe Cleaning Products - low toxicity/chemicals that are safe for the environment.	<input type="checkbox"/>
Other (please include any additional related items not mentioned above).	<input type="checkbox"/>

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SUSTAINABILITY CHECKLIST ⑥

TRANSPORTATION ALTERNATIVES (Must Complete at Least 3)

Encourage employees/visitors to use alternative transportation (take the [Bus](#), [Metro](#), [Trolley](#), [Bike](#), [Walk](#), [Freebie](#) or [Carpool](#)).

- Public Transit Day.
- Bike to Work Day.
- Uber and Lyft offer a carpool option.

Install Bicycle Infrastructure (Bike Racks, etc.)

- Coral Gables provides [FREE](#) bike racks & free installation to businesses upon request.

Have food delivery services via bike (if applicable).

Offer bike maintenance services (air for tires or minor repairs).

Install Electric Vehicle Charging Stations and/or have preferred parking for Hybrid, Alternative Fuel, and/or Electric Vehicles (if applicable).

Allow employees to telecommute.

Track how employees get to work and create a commuter plan to reduce car trips.

Provide or sign-up for a [bike share program](#).

Provide or sign-up for a car share program.

Provide showers and lockers or subsidize nearby gym use for bike commuters.

Explore regular use of teleconferencing instead of travelling to meetings.

Provide incentives for customers/employees who bike/walk/use public transportation.

Encourage employees to eat in for lunch. It can save money, time and gas.

Connect with fellow tenants or property manager to get others on board or to make changes if you cannot complete the items in this section.

Other (please include any additional related items not mentioned above).

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APPLICATION AGREEMENT & ADDITIONAL DETAILS

I hereby acknowledge the information I have provided in this application is truthful. By submitting this application, you agree to allow City of Coral Gables/Coral Gables Chamber of Commerce staff to schedule a site visit to verify information is accurate. Please submit application to manderson@coralgables.com. For any questions filling out this form, please contact Matt Anderson at 305-460-5008.

Signature: _____ Date: _____

Tiered Certification System (Out of a total of 75 potential activities or more)



BRONZE
Complete at least
25 Activities



GOLD
Complete at least
45 Activities



SILVER
Complete at least
35 Activities



PLATINUM
Complete at least
55 Activities

Disclaimer: The companies referenced on this checklist are in no way affiliated with the City of Coral Gables. They are examples and businesses are not required to use these companies or organizations to receive green certification.

