



Commit Your Organization to Greening: A Checklist

*Remember, it's easier to change policies than people.
Establish policies to help your organization keep greening for years to come.*

I. Institutionalize your Green Team

- Include a maintenance/facilities staff person and a supportive member of the senior staff on your Green Team. If the maintenance staff is wary of greening, consider sending them to a green operations class, e.g. Solar One's GPRO training.
- Establish a board liaison to the Green Team.
- Make a presentation to your board about your work, and set a regular time for a board report (at least annually).

II. Publicize your Commitment

- Pass a board resolution or change your mission statement committing your institution to greening.
- Distribute a report about your greening efforts to your members or include it in your annual report.
- Start a regular greening column or green tip in your newsletter or other communications
- Add a greening page to your website that includes a timeline of your greening accomplishments.

III. Track Metrics & Budget

- Measure cost savings, energy savings, and people impacted by your work to demonstrate the importance of greening to your organization's leaders. Store this data in a place that will be easy for others to find if you're not present.
- Establish a budget line for greening projects and/or a fund for contributions dedicated to greening.
- Review energy and cost savings data at a monthly meeting of the staff, facility committee, or board of directors.
- Establish a green purchasing policy.
- Revisit your energy audit to see if there are overlooked areas for energy improvements.

IV. Create Staff Positions & Incentives

- __ If possible, hire a full- or part-time staff person to oversee sustainability.
- __ Find a staff member or intern to serve as a “junior Fellow.”
- __ Give a green team member a title demonstrating that greening is a set part of their job, e.g., Sustainability Coordinator.
- __ Create a staff and/or volunteer award for leadership in greening.
- __ Add commitment to greening or Jewish environmental stewardship to the standard job description or hiring notice.

V. Establish Educational Programming

- __ Add Jewish environmental education to the formal written curriculum of your school, religious school, camp, after-school program, or adult education program. Use Hazon’s educational curricula on food justice, meat reduction, sustainable shabbats, cooking, Shmita, and far more.
- __ Establish an annual event with a greening theme, such as a Tu B’shvat Seder, Earth Day Fair, Parshat Noah Oneg Shabbat, etc. Put in on the calendar now for next year.
- __ Create an “eco-mezuzah” such as a recycling station, water cooler, or planter, with signage that expresses your commitment to greening, in a highly visible location in your facility.
- __ Organize a team to attend Hazon’s New York Bike Ride, a Jewish outdoors adventure that encourages reducing your carbon footprint through biking. Teams are eligible to receive mini-grants from Hazon for further greening.

For further ideas or support, contact seal@hazon.org

Hazon’s Seal of Sustainability
www.hazon.org/seal

