

## Checklist to get Started with Your “Green” Business Program

- Identify your business reasons for going “green”
- Form a Green Team
- Conduct an Energy Audit– Lower Valley offers these to businesses
- Document your energy use at [www.tetonarea10x10.org](http://www.tetonarea10x10.org)
- Create a tagline for your Program
- Create internal competition to see who can be the “biggest loser”

### LIGHTING

- Change lighting from regular light bulbs to CFLs
- Participate in Lower Valley’s ComLite Program- provides rebates on upgrading less-efficient lighting fixtures
- Install motion detectors or timers to help turn off lights that may not get a lot of use

### WASTE

- Become a RRR Business Leader– check out the RRR Resource guide at [www.howdoyourrr.com](http://www.howdoyourrr.com)
- Print on both sides
- Purchase 30-100% recycled paper
- Recycle used paper
- Switch to electronic methods of communicating with customers– bills, statements, newsletters
- Stock bathrooms and kitchens with recycled or biodegradable products

### PRODUCT USE

- Purchase less toxic cleaning products
- Implement a “green purchasing” policy

### EMPLOYEE COMMUTE

- Create flexible employee commuter options– subsidize START Bus riders, offer rewards for biking or walking, create a ride share program
- Shorten work week to 4– 10 hour days or allow employees to telecommute

### ENERGY USE

- Shutdown electronics when done for the day– there is software that can help you with this
- Use Power Saving Strips to cut Phantom Loads
- Lose the screen savers– up to \$50 a year in energy costs!
- Purchase Energy Star equipment and appliances
- Try the search engine [thegreenspider.com](http://thegreenspider.com) and reduce energy used
- Insulate your hot water heater
- Set your hot water heater to 115 degrees
- Install a programmable thermostat and keep temps at 68degrees
- Landscape your business for maximum water efficiency– use plants native to the landscape
- Check for leaky faucets or toilets
- Install faucet aerators and low flow toilets
- Provide water coolers or filtered tap water instead of bottled water

### CAPITAL PROJECTS

- Caulk or replace old leaky windows
- Insulate attic or other “bare” spaces
- Replace inefficient heating and cooling systems
- Replace electronics and appliances with Energy Star– Lower Valley Energy provides rebates – check out [www.lvenergy.com/conservation.php](http://www.lvenergy.com/conservation.php)
- Contact another green business and see what they are up to

### OFFSET

- Purchase Carbon Offsets through Pursue Balance- [www.pursuebalance.org](http://www.pursuebalance.org)