



## Application for Full Virginia Green Certification

### Section 1: Background

#### Applicant Contact Information:

Name of Business Nauticus

Address 1 Waterside Drive City/Town/ZIP Norfolk, VA 23510

Contact Name(s) Susie Hill

- Phone 757-664-1043
- Email rebecca.hill@norfolk.gov
- Website nauticus.org

#### Facility Type (please check one):

- Attraction (Large)
  Restaurant
  Campground  
 Conference/Convention Center
  Winery
  Brewery  
 Lodging – if so, how many overnight rooms? \_\_\_\_\_
  Restaurant  
 Transportation Facility / Service Provider
  Welcome Center / Visitor Center  
 Golf Course  
 Other (please describe)

#### Why is committing to be a Green Facility important to you?

Nauticus is a maritime discovery center with a 5-acre campus spanning across the downtown Norfolk waterfront. We use our museum, Battleship Wisconsin, Sail Nauticus, Schooner Virginia, and Peter Decker, Jr. Half Moone Cruise Center to tell the story of the local maritime environment, industry and military. Our Nauticus Crew consists of 98 employees and 325 volunteers (youth, adult and groups) and receives an annual visitation of 370,000+ guests, 234,000 cruise passengers, and 71,000+ Winterfest Holiday Event attendees. We would like to be considered as a fully certified Green Travel Facility where we would be recognized for our environmental stewardship efforts that support our organization, but also within our community. Most importantly, we would also like our guests to enjoy visiting a top- level museum, historic battleship, sailing center, and cruise terminal where we lead by example with our good environmental practices of saving energy, offering reduce, reuse, and recycle

options for waste disposal, and having team members display an overall passion for keeping our campus, waterways, and community clean, healthy, and sustainable.

## Section 2: Leadership

What's required? All Virginia Green members must have some sort of leadership structure that assumes responsibility for maintaining the Virginia Green program commitments. It is required that applicants check off at least 1 box and provide some information about how this is/would be achieved.

### Green Team

- We have a Green Team in place consisting of employees representing core operational functions.
- We meet regularly to discuss environmental efforts
- We have a written plan in place mapping out future goals and projects
- Include Virginia Green program in staff training
- We have designated Green Team Leader responsible for Virginia Green commitments
- We have developed an environmental / green policy or mission statement
- Other Details- **Green Team works with Nauticus staff and volunteers to accomplish take action environmental stewardship projects that benefit Nauticus and our community.**

## Section 3: Recycling & Waste

What's required? All Virginia Green members must identify 4 activities in this section that they have implemented. There are a few activities that are **\*\*REQUIRED\*\*** for certification.

Please tell us about what you are doing to reduce waste. Use the boxes to identify the green activities implemented at your facility.

### Tracking

- Tracking of waste and recycling costs. **\*\*Required\*\* We will be tracking our total amounts of collections and total costs/year through billing from City of Norfolk Waste Management and Sustainability Office, and TFC Recycling.**
- Calculating a recycling rate for our facility (this can be an estimate). **\*\*Required\*\***

Our recycling rate is: **One 8-yard (1,800 lbs) recycling dumpster collected by TFC Recycling 3X/week.**

Do you know poundage of trash and recycling? **Actual collected weight unknown at this time, however we estimate up to 1,248 yards/year (280,800 pounds) at this time.**

Other Details? **Recyclable materials collected from our Gift Shop and Café include cardboard boxes, packaging materials, office paper, cans, and bottles.**

### Numeric Goal

Do you have a numeric goal to reduce overall materials that go to the landfill? **For general waste going to the landfill, we have two 8-yard (3,600 pounds total) dumpsters collected by City of Norfolk Waste Management 3X/week. Actual collected weight is unknown, however we estimate up to 2,496 yards/year (561,600 pounds) at this time.**

With the introduction of our Green Team, more recycling efforts will be made on campus and we hope to increase our recycling rates/decrease landfill general waste by 25%.

## Customer Recycling

Please tell us how your guests are able to recycle. Include pictures of collection areas (e.g., recycling cans in rooms, trash & recycling in lobby, trash & recycling at outside entrances, behind bars, etc.). It is **\*\*REQUIRED\*\*** that you check at least 1 of the boxes and send pictures.

- We are providing customers with the “opportunity to recycle”?
- Co-located trash & recycling containers. We are using an “eco-station” approach that pairs well-labelled Trash & Recycling Containers.
- Our staff makes sure that all guest recyclables are managed properly.
- Other ways that we allow customers to participate in recycling.

**Our goals are to:**

- 1) **Work with the City of Norfolk Waste Management and Sustainability Office and TFC Recycling to keep an accurate record of our waste and recycling collection and disposal.**
- 2) **Get with TFC Recycling, City Sustainability Office, and Keep Norfolk Beautiful to place more recycling containers around campus (see photos of trash and recycling bins around campus).**



- 3) **Green Team will work with our Housekeeping Department and General Services (Maintenance Departments) to establish a collection schedule of recycling materials around campus and disposal in proper collection bins (general waste or recycling) on campus.**



- 4) **Educate and inform Nauticus staff, volunteers, and guests of recycling/proper waste disposal efforts on campus through proper signage and information sharing through team meetings.**

## Items Recycled

Mark the items that you are recycling: **\*\*MINIMUM OF 3 REQUIRED\*\***

- Glass bottles
- Plastic bottles
- Aluminum cans
- Steel cans
- Newspaper

- Compostables / food waste (please provide additional details below)
- Packing supplies
- Cardboard
- Office paper
- Corks
- Pallets
- Other- **Staff collects plastic and glass bottles, toilet paper rolls, bottle caps, yard corrugated plastic signage, and other reusable supplies for Education to use in crafts, camps, and workshops.**

### Other Items Recycled

The items below are typically required / managed in accordance with federal, state and local regulations.

- Printer/copy machine toner cartridges
- Grease
- Fluorescent lamps and ballasts (required by law)
- Batteries (required by law for NiCad and Lead-Acid)
- Electronic equipment (such as computers, etc.)
- Waste Paints & Solvents
- Other: **City of Norfolk, SPSA Norfolk Transfer Station, and local businesses (i.e. Lowes, Batteries and Bulbs, Home Depot) have locations that we can drop off batteries and other recyclable products that we cannot recycle at Nauticus. Ni-MH and Lithium Batteries from our staff radios are returned to Radio Lab for disposal when they reach passed their usable life spans. Used Fluorescent light bulbs are collected in proper neutralization light bulb drums and recycled by Hepaco. Green Team will assist with informing staff of these options and create collection campus locations and plans for proper disposal. Used printer cartridges are returned to City of Norfolk Print Shop for recycling. Some departments have been collecting recyclable materials and disposing them in their personal recycling bins at home.**

### Recycling Vendor

Please identify your recycling vendor or service (the company and/or local government that collects your recyclables) **\*\*REQUIRED\*\***

Who is your recycling vendor? **\*\* TFC Recycling, 1958 Diamond Hill Road, Chesapeake, VA 23324 for recycling waste; Hepaco P.O. Box 746228, Atlanta Georgia 30374 for recycling fluorescent light bulbs.**

### Recycling is Not Feasible in Our Locality

We are located in an area where a comprehensive recycling program is not feasible and have developed a written explanation of the recycling opportunities you do offer? Is staff able to address this topic with guests?

### The Issue of Single Stream / Combined Trash & Recycling

Is your vendor allowing you to mix trash and recycling together and then sorting recycling at their facility? In general, this is not a preferred practice, but it is allowable but only if it is effectively communicated to guests/customers. In other words, if you are instructing guests to put everything into 1 container, you must instruct them that you are sending it to a facility that sorts out the recyclables. Otherwise you must continue to provide separate, co-located recycling and trash containers.

If "YES", please provide details below.

Yes we are being serviced by an "all-in-one" service provider. If so, how are you communicating this to guests? A picture will likely be required.

## Disposable Food Service Items

We do not use polystyrene **\*\*REQUIRED\*\***

If there are any items of this nature that you must keep using for some reason, please provide explanation.

Check any waste minimization activities you have implemented. You may add additional detail or practices in the "other" box.

- Do not use any disposable containers, dishware, cutlery, or cups
- Use disposable foodservice items that are made from bio-based, renewable materials (corn, bamboo, potato starch, sugarcane, etc.)
- Use disposable foodservice items that are made with recycled content
- Use disposable foodservice items that are recyclable (in your area!)
- Eliminated the use of drinking straws unless requested
- Serve Beer On-Tap
- Serve Wine On-Tap
- Other: \_\_\_\_\_

## Compostables

- We provide compostable disposables / take-out containers.
- We accept compostable items and waste food from our guests. **Sail Nauticus Academy students will be composting their organic snack waste, i.e. orange peels, apple cores.**
- We direct our guests to drop-off centers or businesses that will accept compostables
- Other: \_\_\_\_\_

## Other Waste Reduction Activities

X Reduction of Single Use Plastics

- Eliminated single-use plastic bottles
- Provide reusable take-out containers
- Provide reusable utensils, dishes and glasses

X Use pitchers or water coolers instead of single use bottles

X Allow customers to use reusable containers

- Eliminate the use of plastic bags
- X Encourage customers to bring reusable bags

X Straws (Required that you check at least one of the boxes.)

- X Eliminated the use of plastic drinking straws
- Only provide straws upon requested
- Provide non-plastic straws such as paper, bamboo, etc.

Check all the waste minimization activities you have implemented:

- Have had a waste audit to identify opportunities for improvement within the past 24 months
- Purchase from vendors and service providers with a commitment to the environment
- Reuse or donate shipping and packing supplies (peanuts, bubble wrap, etc.)
- Newspapers. We have eliminated / reduced the number of newspapers / magazines that we provide guests automatically.

- Office Mail. We actively seek to remove ourselves from wasteful mailing lists
- Printing. We have a policy that documents are printed 2-sided or not at all.
- Other: **Digital membership cards, paperless Admissions tickets (online purchases scanned bar codes), and QR code digital maps**

Identify any other actions taken related to recycling & waste reduction: **Refillable water bottle stations in different locations of Nauticus; Sail Nauticus Academy students use reusable water bottles and water cooler stations for drinks and will be working on alternatives for food snacks such as composting and purchasing snacks in bulk vs. individual wrappings. The students are also growing rowboat and pollinator gardens with food items they can snack on/take home to support meals. Nauticus has received three NexTrex benches made from 1,500 pounds of recyclable plastic bags that were collected by staff, volunteers, and guests. Aquarium staff use local seafood distributors for aquatic life food sources. Gift Shop sells reusable Battleship Wisconsin totes to purchase or can use paper bags. Nauticus hosts seasonal cleanups for our staff, volunteers, City of Norfolk employees, and guests to participate in to clean up trash/debris around campus and local park as well as on the water within our marinas and in surrounding harbor. We also are the host site for three Seabins (marine debris collection devices) that remove debris from the Elizabeth River around Nauticus. Since 2018, we have been able to remove 8,500 items+ from our waterways using the Seabins, Green Team, Sail Nauticus Academy, Youth Action Council, Design Build Sail Summer Camps, and City of Norfolk Volunteers.**

## Section 4: Energy Efficiency

What's required? All Virginia Green members must identify 4 activities in this section that they have implemented. There are a few activities that are **\*\*REQUIRED\*\*** for certification.

Please tell us about what you are doing to conserve energy by checking the boxes to identify the green activities implemented at your facility.

**Track overall Energy Use & Costs.** It is **\*\*REQUIRED\*\*** that you check at least 1 of the boxes below.

- We are tracking costs for energy
- We are tracking the amount of energy that we use
- Other

### Data/Progress

If you are willing, please share a summary of annual energy use, costs & progress (you may add attachments) **For our Energy Efficiency data, we are using EnergyCap, a digital data program that calculates our usage of electric, water/sewer, and natural gas as well as provides a cost analyses between comparative years (i.e. 2022-2023). These reports are provided to us by our City of Norfolk Sustainability and Department of General Services.**

**Energy used in 2023: 5,342, 071 kwh Nauticus/Battleship Wisconsin; 1,258, 186 kwh Half Moone Cruise Center; 2022: 4,788, 976 kwh Nauticus/Battleship Wisconsin; 1,348, 709 kwh Half Moone Cruise Center; Change in usage: +11.5% for Nauticus/Battleship Wisconsin due to increased overall attendance between**

general guest visitation, Winterfest and other Special Events, Trinity Church Services, and Cruise Ship stopovers/turnarounds.

Natural Gas used in 2023: 8,233 MCF Nauticus/Battleship Wisconsin; 2,139 MCF Half Moone Cruise Center; 2022: 8,732 MCF Nauticus/Battleship Wisconsin; 2,293 MCF Half Moone Cruise Center; Change in usage: - 5.7% Nauticus/Battleship Wisconsin; -6.7% Half Moone Cruise Center.

#### Cost Effectiveness

When comparing our main utilities using EnergyCap, we have had a 25.1% increase in costs for electricity, decrease of 9.8% in costs for water/sewer, and decrease in costs of -7.2% for natural gas for Nauticus/Battleship Wisconsin and 5.6% increase for electricity, -4.8% decrease in natural gas and 34.7% increase in water/sewer. With increasing attendance in general attendance, cruise ship visits, and Winterfest holiday visits, we continue to strive to conserve on costs and use of all utilities within our organization.

#### Numeric Goal

Have you established a numeric goal to reduce energy usage over time? Tell us about your goal.

With the introduction of our Green Team, more energy saving efforts (education, awareness, best practices) will be made on campus and we hope to reduce our energy usage by 10%. We will be able to track energy use by following Monthly EnergyCap Building Manager Reports. Best practices include, but not limited to: LED light conversions within building structures (Nauticus/Half Moone) and the Battleship Wisconsin, timers on exhibits and sound systems in some areas, doors/areas closed to reduce loss of air and heat ventilation, maintain climate control within all areas of the organization, and using wind power, electricity/rechargeable batteries on our Sail Nauticus boats.

#### Energy Programs

- We have had an energy audit to identify efficiency opportunities
- Have calculated the environmental impacts of the facility's energy usage by using a pollution calculator <https://www.epa.gov/energy/greenhouse-gases-equivalencies-calculator-calculations-and-references>
- Purchase "green Tags" or renewable energy credits to support renewable energy resources
- Have program to train employees on the conservation activities you have implemented.
- Have adopted a policy/practice to turn off fans, computers, monitors and other devices in unoccupied rooms, at the end of the workday or when otherwise not being used
- Use ENERGY STAR qualified office equipment (computers, monitors, copiers, printers, etc.)
- Use ENERGY STAR's Benchmarking Tools for the Hospitality Industry
- Use ENERGY STAR'S Portfolio Manager
- Have joined ENERGY STAR's Low Carbon IT Campaign <https://www.energystar.gov/buildings/tools-and-resources/energy-star-low-carbon-it-campaign>
- Other: \_\_\_\_\_

#### Heating & Cooling

- Check the energy efficient activities you have implemented:
- Regularly perform preventative maintenance on HVAC system
- Have installed a high efficiency HVAC system

- Have installed ceiling fans to evenly distribute heating and cooling
- Have installed ENERGY STAR-rated windows and doors
- Have installed additional insulation
- Have installed geothermal heating and cooling
- Housekeeping closes blinds and resets optimal temperatures
- Heat with bio-fuels
- Have a key-entry activated lighting and energy controls to avoid lighting and heating/cooling empty rooms
- Have installed tankless hot water heaters
- Other: **\_\_General Services (our Maintenance Team) has planned maintenance that is performed monthly on Lighting, Exhaust Fans, Air Handling Units, Air Compressor, Air Dryer, Heat Pump, Motors, and the Mechanical Rooms of Nauticus and the Half Moone Cruise Center to ensure working order.**

### Lighting

- Optimized use of natural lighting
- Installed skylights and/or solar tubes
- Use sensors to turn on/off lights
- Have lights set on schedule to turn on/off depending on time
- Have adopted a policy/practice to turn off lights in unoccupied rooms
- Have evaluated payback period to upgrade lighting to increase efficiency and reduce cost
- Have installed LED lighting
- Have installed high efficiency fluorescent ballasts and lamps (T-5)
- Have installed compact fluorescent light bulbs in all rooms and canned lighting
- Have installed compact fluorescent light bulbs in all rooms and canned lighting
- Have installed LED Exit Signs
- Have installed directional (downward-facing) lighting in parking areas and other outdoor areas
- Other: \_\_\_\_\_

### Kitchen

Check the energy efficient activities you have implemented:

- Use ENERGY STAR qualified appliances (commercial kitchens, heating and cooling, consumer electronics)
- Have evaluated existing ovens and other kitchen equipment for energy efficiency
- Have confirmed that all refrigerator, freezer, and oven gaskets provide a good seal or have been replaced
- Routinely clean condenser coils on all refrigeration equipment
- Have implemented a startup/shutdown procedure which specifies timing for lighting, kitchen equipment, room temperature, etc.
- Have proper pilot light adjustment
- Have installed and set defrost timers for freezers
- Have installed high-efficient evaporator fans for freezers and refrigerators
- Installed timers on ice-machines to avoid peak demand usage
- Optimized flow rates of exhaust hoods through upgraded equipment of side panels
- Use dessicants or other products to reduce moisture in refrigerators to decrease cooling needs
- Installed high-pressure, pre-rinse spray valve
- On-demand hot water heater



Other: \_\_\_\_\_

### **Building Construction and Renovation**

Leadership In Energy & Environmental Design (LEED)

Achieved LEED certification at the \_\_\_\_\_ level during the facility's construction

Silver

Gold

Platinum

Other details?

### **Check the energy efficient activities you have implemented:**

Are working to or have achieved LEED-EB (existing building) certification through operational changes and renovations

Earned the ENERGY STAR label for your building

Other: \_\_\_\_\_

### **Renewable Sources of Energy**

Check the energy efficient activities you have implemented:

Generate electricity from photovoltaic solar panels

Have installed a solar water heating system

Generate electricity from a wind turbine

Purchase Green Power from utility

Are an EPA Green Power Partner (<https://www.epa.gov/greenpower>)

Other: \_\_\_\_\_

### **How Much?**

How many kilowatt-hours (kwhs) come from the sources listed above? \_\_\_\_\_

### **Transportation- Related**

Check the energy efficient activities you have implemented:

Provide electric vehicle charging stations

Educate guests on the availability of mass transit and encourage its use

Promote walking/ are located in a locational that is walkable

Offer shuttle service to/from mass transit locations

Encourage energy efficient vehicle usage (please provide details below in the "other" section)

'Right sized' your fleet

Provide a discounted rate for guests with hybrid or other fuel efficient vehicles

Use alternative fuel, hybrid-electric, or electric vehicles

Use electric golf carts

Provide electric golf cart hookup

Offset the carbon emissions of guests and events by purchasing carbon credits

Other: \_\_\_\_\_

## Shipping Improvements?

Tell us what you have done to make shipping more efficient. For example, making products lighter or using vehicles with very high fuel efficiency.

**Gift Shop ships all products purchased online using recyclable and reusable packaging supplies such as cardboard boxes and bubble wrap/other packing materials.**

## Section 5: Water Conservation

What's required? All Virginia Green members must identify 4 activities that they have implemented. There are a few activities that are **\*\*REQUIRED\*\*** for certification.

Please tell us about what you are doing to conserve water. Use the boxes to identify the green activities implemented at your facility.

### Tracking

Track overall Water Use & Costs. It is **\*\*REQUIRED\*\*** that you check at least 1 of the boxes below.

- We are tracking costs for water
- We are tracking the amount of water that we use
- Other

**Nauticus uses EnergyCap to track our water use and conduct cost comparisons.**

**2023: 3,663 KGals Nauticus/Battleship Wisconsin; 2,008 KGals Half Moone Cruise Terminal**

**2022: 4,182 KGals Nauticus/Battleship Wisconsin; 1,067 KGals Half Moone Cruise Terminal**

**Change in Water Use: -12.4% Nauticus/Battleship Wisconsin; +88.2% Half Moone Cruise Terminal**

**Water Conservation: Low flow shut off sink faucets, auto flush toilets, refillable water bottle stations, removal of 3 large aquatic/water exhibits (some aquariums, ROV underwater robot tank, Slippery Sluice playboat racing) within Nauticus museum, and maintaining areas throughout organization that had possible leaks/other water related issues. Increase in Half Moone Cruise Terminal was due to increased number of cruise ships and in-person special events.**

### Indoor Activities

Check all the water conservation activities you have implemented:

- Discourage water-based cleanup (sweep first instead of spray washing & mopping)
- Perform preventative maintenance to stop drips and leaks
- Use water-flow metering to discover leaks and areas of high use
- Locate water heaters as close to the point(s) of use as possible. This will conserve water that is lost while waiting for hot water to come to the tap.
- Have insulated heaters and pipes
- Have installed automatic faucets or toilets in public restrooms
- Have installed high efficiency dishwashers
- Have installed a WaterSense-rated pre-rinse dishwasher valve (1.6 gpm or less)
- Have installed an "air-cooled" versus a "water-cooled" icemaker
- Have installed low flow faucets and showerheads (use less than 2.5 gallons per minute)

- Have installed aerators on faucets (0.5 gpm or less for lavatory and 2.2 gpm or less for kitchen faucets)
- Have installed low flow toilets (use 1.6 gallons per flush or less)
- Have installed low flow urinals (1 gallon per flush or less)
- Have installed waterless urinals
- Have installed composting toilets
- Installed on-demand hot-water heaters
- Other **As part of Nauticus' Reimagine Nauticus Capital Campaign, we have introduced a new exhibit (2023) called *Norfolk In Time*. It tells the story of history, culture, science, technology, and industry to showcase Norfolk's unique resiliency in the face of continual challenge and change. Visitors can ascend high overtop Norfolk in a simulated hot air balloon, design a more resilient city with innovative architecture, and crash waves into various types of natural vs. artificial buffer systems (i.e. grassbeds vs. concrete seawalls). Elizabeth River Project, Institute of Coastal Adaptation and Resilience, and NOAA are recognized in this exhibits as partners in keeping our waterways clean.**

### Food Service

Check all the water conservation activities you have implemented:

- Serve water only upon request and ask before refilling to avoid pouring water down the drain and having to wash  unused glasses.
- Defrost foods ahead of time in refrigerators to avoid the need for "running-water defrost"
- Scrape dishes over the garbage before rinsing and loading into dishwasher. This keeps food material and grease from going down the drain.
- Control the flow of water to the garbage disposal with a solenoid valve that shuts off water when the unit is not operating.
- Check to make sure that disposal flow-rates are accurate.
- Presoak pots, pans and utensils in basins of water.
- Operate dishwashers only when there are full loads and shut off when not in use.
- Evaluate the wash formula and machine cycles for efficiency. It may be appropriate to reprogram machines to eliminate a cycle.
- When manually washing dishes, use the three-component sink for dipping dishes and equipment, instead of using running water.
- When using a conveyor-type washer, make sure water flow stops when no dishes are in the washer; install a sensing arm or ware gate to detect the presence of dishes.
- Have installed a foot or knee pedal for handwashing sinks. Pedals allow staff to turn water on and off without contaminating their freshly washed hands and they shut off automatically, which means no wasted water.
- Other: \_\_\_\_\_

### Outdoor Activities

Check all the water conservation activities you have implemented:

- Maintain vegetative buffers around streams and ponds
- Minimization of impervious areas (paving, concrete, etc.)
- Use a nutrient management plan that minimizes the use of fertilizers
- Use deicing agents that do not contain: Nitrogen, Phosphorus or Urea
- Utilizes metering and rain gauges to determine irrigation needs

- Utilizes drought tolerant species
- Utilizes native species
- Utilizes metering and rain gauges
- Minimizes lawn areas
- Have installed a green roof
- Have installed cisterns
- Have installed drip line irrigation
- Have installed rain barrels
- Other: **Our Green Team has action plan items in place to research and install rain barrels and living walls in the near future. We raise oysters with local organizations such as Elizabeth River Project and Chesapeake Bay Foundation. Our Education's Youth Action Council is working with the Elizabeth River Project to conduct water quality testing. Storm drains and campus are kept clean from debris in seasonal cleanup days. Green Team will also start implementing weekly staff cleanups around campus to keep debris from entering local waterways.**

## Section 6: Support Virginia Green

What's required? All Virginia Green members must identify at least 2 activities that they have implemented. There are a few activities that are **\*\*REQUIRED\*\*** for certification.

Please tell us about what you will do to support Virginia Green. Use the boxes to identify the green activities implemented at your facility.

### Promoting Your Virginia Green Certification

Check all ways in which your facility will support Virginia Green:

- Display the Virginia Green certificate prominently in your facility and use the Virginia Green placards
- Use the Virginia Green logo on your website with a link to the [VirginiaGreenTravel.org](http://VirginiaGreenTravel.org)
- Use the Virginia Green logo on signage pointing out recycling or other "green" improvements at your facility
- Include a Virginia Green feature in your newsletter or other publication. If you would like additional information, let us know.
- Place the Virginia Green window decal in our front window.
- Use the Virginia Green logo on menus to highlight sustainable choices.
- In-room signage explaining optional linen and recycling program
- Use Virginia Green logo on meeting and event materials
- Highlight Virginia Green on Rack-cards for your hotel.
- Promote your certification thru Social Media
- Encourage your vendors to become Virginia Green Suppliers
- Encourage other businesses to join the Virginia Green program.
- Include Virginia Green logo in other publications, advertisements, and marketing materials.
- Willing to host a fundraising promotion in support of the Virginia Green program / Virginia Green Travel Alliance
- Other

### Support Other Participants

Virginia Green Travel Alliance	A 501c3 Non-Profit Organization	
www.VirginiaGreen.net	PO Box 4463 Richmond, Virginia 23220	804.986.9119

If applicable, tell us how you will feature and support other Virginia Green participants in our region.

- Maintaining list of local Virginia Green certified restaurants for inquiring guests.
- Partner with other Virginia Green businesses to develop green packages or trip plans.
- Other ideas? **Work with other Virginia Green organizations to host partnership Community Cleanup Days as well as bringing Youth Action Councils/Conservation Youth Teams together to host youth led environmental stewardship events and educating them to be the environmental leaders of tomorrow.**

## Section 7: Lodging Only

This section applies to lodging facilities only. What's required? Virginia Green Lodging Facilities must identify activities that they have implemented. There are a few activities that are **\*\*REQUIRED\*\*** for certification.

### Optional Linen Service

Check activities you have implemented:

- We are changing linens only upon request
- We train housekeeping staff on our process for optional linen service (**\*\*REQUIRED\*\***)
- Include optional linen process as part of housekeeping job descriptions
- Have signage in each guest room explaining the linen reuse procedures (**\*\*REQUIRED\*\***)
- Minimize the use of bleach and chlorinated chemicals
- Use an "ozone laundry system" that greatly minimizes the need for detergents and saves water
- Use a service that has environmentally-preferable "wet cleaning" for "dry-clean only" items
- Line dry linens whenever possible
- Other

### Participation Rate

Do you track the optional linen participation rate? If so, what is it and are you realizing cost savings from reduced labor, water/energy, detergents and reduced linen purchases.

### In-Room Recycling

Virginia Green partners must provide for guest recycling. Please indicate how this is provided.

Check applicable option:

- Separate trash and recycling containers are provided in the room.
- Guests are informed that they can leave recycling on counters
- Guests are informed where they can find a central recycling container
- Guest are informed that housekeeping will remove recycling from trash
- Other

### Housekeeping Training

- Housekeepers are trained on recycling procedures **\*\*REQUIRED\*\***
- Housemen are trained on recycling procedures
- Housekeeping carts contain 2 bags for keeping trash and recycling separate
- Procedures are part of job description

Other

### **Green Conference Planning**

Information on Green Meetings & Virginia Green Certification is included in Sales Marketing materials  
**\*\*REQUIRED\*\***

Meeting planners are trained about Virginia Green commitments and are ready to plan green meetings  
**\*\*REQUIRED\*\***

Green meetings is part of planners' job descriptions

### **Green Meeting Offerings**

Please check any that apply. You may add additional detail or practices in the other box.

Comprehensive recycling **\*\*REQUIRED\*\***

Green transportation options (mass transit, electric vehicle charging, bike-friendly, etc)

Sustainable, organic, and local food and beverage offering

No disposable cups, plates, etc.

Compostable disposables

No Polystyrene

Bulk condiments

No water bottles provided

Digital messaging

Composting of all food wastes thru a hauler (standard practice)

Option to have conference food wastes composted

No outdoor use of balloons

Policy against the release of balloons **\*\*REQUIRED\*\***

Designated area for smoking and urns for butt collection.

Growing herbs and vegetables on-site

Calculate or Estimate Rate of Recycling or Landfill Diversion for your event

Calculation of greenhouse gases from conference and travel

Optional purchase of Renewable Energy Credits to offset impacts from conference

Serve "on-tap" wine

Serve "on-tap" beer

Avoid box lunches

Support collection of nametags for reuse

Other

## **Section 8: Wineries Only**

This section applies only to wineries. Please use the boxes to identify the green activities implemented at your facility.

### **Production/Cellar Operations**

Check the activities that you have implemented:

Minimizing the use of pesticides and fungicides

Use caves or other underground facilities for wine storage and/or production

- Fully insulate wine tanks
- Control temperature of wine holding tanks through a central thermostat system
- Use production lines to speed stabilization
- Composting of spent production material
- Use high-pressure or steam technologies for cleaning to reduce water use
- Other

### **Fruit Production**

Check the activities that you have implemented:

- Collecting wash-down water and using for irrigation
- Collection of stormwater runoff in retention ponds for irrigational use
- Other

## **Section 9: Golf Courses Only**

**This section applies only to golf courses.**

What's required? Virginia Green Golf Courses must identify 4 activities that they have implemented. There are a few activities that are **\*\*REQUIRED\*\*** for certification.

### **Nutrient Management Plan**

Check the activities that you have implemented:

- Have and implement a nutrient management plan that has been approved by the Virginia Department of Conservation and Recreation. Please include a copy of the approval letter from DCR with this application. **\*\*REQUIRED BY LAW\*\***
- The nutrient management plan was developed by a Virginia Certified Nutrient Management Planner Soil tests are performed at least once every three years for all fertilized areas (tees, fairways, roughs, greens, common areas, clubhouse lawns, flower beds, etc.). **\*\*REQUIRED BY LAW\*\***
- Nutrient uptake is maximized and runoff is reduced by applying the proper rates and controlling the timing of applications.
- Adjust use of fertilizer to meet site conditions
- Use of water soluble fertilizers minimized
- Follow guidelines set forth in Virginia Nutrient Management Standards and Criteria
- Use slow-release fertilizers
- Compost grass clipping by not bagging grass when cut or collect to compost
- Recycle nutrients from irrigation water by testing water for nutrients and fertilizer applications are adjusted accordingly
- Compost wastes for reuse, including clippings, leaves, and ground twigs to be used to add organic matter to soils
- Maintain water quality buffers using no maintenance zones between playing areas and surface water
- Use native plants for landscaping. They require less maintenance.
- Reduce reliance on pesticides with sound turf management. Health fertility levels reduce disease pressure and plants can recover from insect injury.

- Maintain and calibrate pesticide application equipment
- Store fertilizer properly in cool, dry areas with concrete floors and no floor drains
- Schedule irrigation to reduce demands. Large irrigation events are planned for times of least evaporation and energy usage
- Other

### **Educate Staff & Golfers**

Check the activities that you have implemented:

- Train new and current staff regarding green initiatives and how they affect operations at the facility
- Staff members are able to discuss green initiatives with golfers and public
- Provide updates on green initiatives at all staff meetings
- Include “green” housekeeping and maintenance as part of standard operating procedures
- Have informational signs visible to the public regarding green initiatives taking place at facility
- Have Virginia Green logo, “green” tips, and/or facility “green” initiatives printed on scorecards
- Encourage golfers to purchase carbon offsets in the form of tree plantings (offer golfers the opportunity to plant or to purchase a tree to be planted by facility staff on golfer’s behalf)
- Other

### **Minimize Use of Pesticides**

Check the activities that you have implemented:

- Comply with all regulations regarding the use of pesticides (including herbicides, insecticides, Rodenticides, and fungicides) and other chemicals ([www.vdacs.virginia.gov/pesticides](http://www.vdacs.virginia.gov/pesticides)) **\*\*REQUIRED BY LAW\*\***  
Only allow Certified Commercial Applicators or registered Technicians to apply pesticides. **\*\*REQUIRED BY LAW\*\***
- Adhere to all requirements of the pesticide label including those in regard to the transport, mixing, loading, application, storage and disposal of pesticide products and containers. **\*\*REQUIRED BY LAW\*\***  
Keep records of all pesticide applications. **\*\*REQUIRED BY LAW\*\***
- Only use pesticides that are currently registered with the Virginia Department of Agriculture and Consumer Services (VDACS). **\*\*REQUIRED BY LAW\*\***
- Maintain Safety Data Sheet (SDS) for each chemical at facility. **\*\*REQUIRED BY LAW\*\***
- Clearly label materials (product name, expiration date, special handling precautions). **\*\*REQUIRED BY LAW\*\***
- Have a Certified Commercial Applicator on staff
- Keep fertilizers, pesticides, and chemicals indoors on a dry, impervious surface
- Policy in place to not apply pesticides, and fertilizers and other chemicals when weather indicates potential for heavy rains
- Establish “no spray” zones around vegetated buffers and adjacent water features
- Post spill containment measures on-site
- Use only amounts of all landscaping products that are appropriate to site conditions
- Post an emergency response plan that addresses fertilizers, pesticides, chemicals, fuel, paint and solvents.
- Adopt a comprehensive integrated pest management (IPM) program
- Other



## Section 10: Pictures & Logo

Please email us a copy of your logo and any pictures highlighting your green programs.

### Pictures

Recycling containers **\*\*REQUIRED\*\***

**Sail Nauticus Academy Pollinator Planters**

**Refillable Water Stations**

**NexTrex Plastic Bag Benches**

**Seabins**

***Norfolk In Time* Exhibit**

**QR Code Scans for Tickets and Maps**

**Nauticus Logo**

**YOU ARE DONE. GREAT JOB!**

The Virginia Green Travel Alliance staff will now review your application and let you know if you qualify for Certification. We hope to let you know very soon!



**Sail Nauticus Academy Student Pollinator Gardens with native plants and vegetables in repurposed trash receptacles and student built rowboats (2023)**



**NexTrex Benches- 3 received due to collected 1,500 pounds of plastic bags (2022-23)**



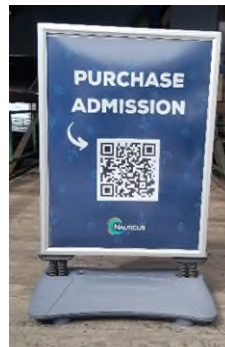
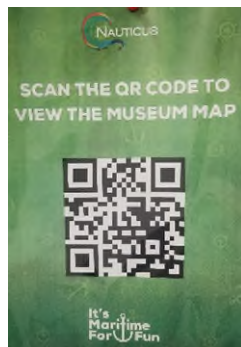
**Norfolk in Time Exhibit displaying the history of Norfolk with focus on the city's industrial timeline and environmental efforts for resiliency (2023)**



**Water Refillable Bottle Stations within Nauticus for guests and crew members to enjoy (2022)**



**Volunteer Bailey Family cleaning our Seabins in our Nauticus Marina (2023)**



**QR Codes to scan for purchasing tickets and viewing museum map (2023)**



**Nauticus Logo with Clear Background**