



Application for Full Virginia Green Certification

Use the [Virginia Green Application Resources](#) website for additional guidance on filling out the Virginia Green Application.

Section 1: Register Your Business Online

This application is part of the Virginia Green certification process. To certify your business, register online and upload this application during the registration process.

If your business is **already registered** with the Virginia Green Travel Business Directory:

1. Complete this application form.
2. [Log into your Virginia Green Travel Business Profile.](#)
3. Upload this application while completing the certification process.

To **register your business** with the Virginia Green Travel Business Directory:

1. Complete this application form.
2. [Register your business with the Virginia Green Travel Business Directory.](#)
3. Upload this application while completing the certification process.

Section 2: Background

Applicant Contact Information:

Name of Business: Hampton Roads Convention Center

Website: www.thehrcc.com

Address Line 1: 1610 Coliseum Drive

Address Line 2:

City: Hampton

State: Virginia Zip: 23669

Contact 1

Name: John A. Bailey, Ph.D.

Phone: 757-592-3742

Email: john.bailey@thehrcc.com

Facility Type (please check one):

<input type="checkbox"/> Attraction	<input type="checkbox"/> Restaurant
<input type="checkbox"/> Brewery*	<input type="checkbox"/> Transportation Facility / Service Provider
<input type="checkbox"/> Campground	<input checked="" type="checkbox"/> Welcome Center / Visitor Center
<input type="checkbox"/> Conference/Convention Center	<input type="checkbox"/> Winery*
<input type="checkbox"/> Golf Course*	<input type="checkbox"/> Other: Click or tap here to enter text.
<input type="checkbox"/> Lodging* – if so, how many overnight rooms? Click or tap here to enter text.	

*See appendix specific to facility type in Section 12, with additional activities specific to facility type.

Why is committing to be a Virginia Green facility important to you?

Using our resources efficiently is imperative for developing best practices for energy sustainability and best practices. This initiative is important to our community and strong reflection of the Hampton Roads Convention Center's obligation to be good stewards and being considered a valued partner to our guest and the city of Hampton, VA.

Section 3: Leadership

All Virginia Green members must have a leadership structure that assumes responsibility for maintaining the Virginia Green program commitments.

Green Team

It is ****REQUIRED**** that you check at least one of the boxes below.

- 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.
- Virginia Green/environmental efforts are included in staff training.
- We have a designated Green Team Leader responsible for Virginia Green/environmental commitments.
- We have developed an environmental policy or mission statement.
- Other Details

Click or tap here to enter text.

Section 4: Recycling

The following waste reduction activities are required for all Virginia Green members.

Tracking

- We track waste and recycling costs.
- We have calculated a recycling rate for our facility (this can be an estimate).

We recycle the following items ****REQUIRED BY LAW****

Item	Recycle	Do not use
Fluorescent lamps and ballasts	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NiCad and Lead-Acid Batteries	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Electronics	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Customer Recycling

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

- We provide customers with the opportunity to recycle.
- We use an “eco-station” approach with co-located and well-labeled trash and recycling containers.
- Staff makes sure that all guest recyclables are managed properly.

We have other ways that we allow customers to participate in recycling. **Please elaborate below.**
 Click or tap here to enter text.

Items Recycled by Your Facility

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

Collected?	Item	Recycling Vendor and/or Details
<input type="checkbox"/>	Glass bottles	
<input checked="" type="checkbox"/>	Plastic bottles	
<input checked="" type="checkbox"/>	Aluminum cans	Dominion Recycling
<input checked="" type="checkbox"/>	Steel cans	Dominion Recycling
<input type="checkbox"/>	Paper	"Shred It" comp
<input checked="" type="checkbox"/>	Cardboard	City of Hampton Recycling Program
<input type="checkbox"/>	Pallets	
<input type="checkbox"/>	Compostables / food waste*	
<input type="checkbox"/>	Plastic bags & wrap (<i>vendor ex: grocery store</i>)	
<input type="checkbox"/>	Other: Click or tap here to enter text.	

Virginia Green members are encouraged to provide the following information:

Our recycling rate is: The baseline is an average of 50%.

We know the rate of trash and recycling and are provided here:

They minimum rate of trash and recycling on average, per person is typically 2 lbs per person. This rate is often flexible based on food and beverage usage during events and this can increase usage from 4-6pounds per person.

Numeric Goal

We have a numeric goal to reduce overall materials that go to the landfill.

40%

Other Items Recycled

*Items in these categories can have specific management requirements. Ensure waste items are managed in accordance with federal, state and local regulations.

Collect other specialized items for recycling via [TerraCycle](#).

Please indicate which items: Click or tap here to enter text.

Collect cigarette butts through [Keep Virginia Beautiful](#) or other vendor.

Printer/copy machine toner cartridges.

Grease/ used fryer oil. *

Waste paints and solvents. *

Corks

[Oyster Shells](#)

Other: Click or tap here to enter text.

Contamination of Recycling from Plastic Bags & Non-Recyclables

For most recycling haulers, plastic liners/bags are not allowed and loose recyclables must be dumped into the central recycling dumpster.

We have trained our staff to dump recyclables out of plastic liners so that no plastic bags are included with other recyclables.

We have placed clear signage on or near recycling dumpsters/containers reminding staff about the need to keep plastic bags, food wastes, and other non-recyclables out of recycling dumpsters.

Recycling is Not Feasible in Our Locality

We are in an area where a comprehensive recycling program is not feasible.

Please provide a written explanation of the recycling opportunities you do offer.

[Click or tap here to enter text.](#)

The Issue of Combined Trash & Recycling

Is your vendor allowing you to mix trash and recycling together and then sorting recycling at their facility? This is not a preferred practice, but it is allowable only if it is effectively communicated to guests/customers. 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.

Yes, we are being serviced by an “all-in-one” service provider.

Please provide details below on how you are communicating this to guests. A picture is required.

[Click or tap here to enter text.](#)

Section 5: Waste Reduction

The following waste reduction activities are required for all Virginia Green members.

Do not use polystyrene ****REQUIRED****

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

[Click or tap here to enter text.](#)

Straws (REQUIRED**** that you check at least one of the boxes.)

We eliminated the use of plastic drinking straws.

We only provide straws upon request.

We provide non-plastic straws such as paper, bamboo, etc.

In addition to the required activities, all Virginia Green members must identify at least four activities they have implemented to reduce waste. List the activities below. Use the [Virginia Green Application Resources](#) for ideas on waste reduction strategies.

1. Metal Scrap to local scrap yard
2. New recycle bins through the entire facility
3. We use a company called “Shred it” to recycle shredded printer paper or other paper sources
4. We work with community agencies and local churches to donate food

Doing more? Let us know:

Section 6: Energy Efficiency

The following activities are required for all Virginia Green members.

Tracking

It is ****REQUIRED**** that you check at least one of the boxes below.

- We track our energy costs.
- We track our energy usage.
- Other: Click or tap here to enter text.

Virginia Green members are encouraged to provide the following information:

Data/Progress

If you are willing, please share a summary of annual energy use, costs, and progress.

Around \$650,000 annual for the 400,000 square foot center

Numeric Goal

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

Yes, over the last several years we have reduce energy consumption by about 25%. We have installed occupancy sensors in some space and have converted 85% of the building to high efficiency LED lighting.

In addition to the required activities, all Virginia Green members must identify at least four activities they have implemented to reduce waste. List the activities below. Use the [Virginia Green Application Resources](#) for ideas on waste reduction strategies.

1. Retrofit LED Lighting in 85% of the building
2. Have engaged in a formal Utility Audit of all Utilities and Telecommunications through a company called Troy and Banks.
3. Participate in a “Demand Response” program to curtail energy during peak demand times
4. Participating is a Feasibility study, through Dominion Energy, to install 3,000 photovoltaic roof top panels on our membrane roof. This would generate energy for about 1mw of power that could provide a sustained energy source for about 250 homes in our locality.

Doing more? Let us know:

Section 7: Water Conservation

The following activities are required for all Virginia Green members.

Tracking

It is ****REQUIRED**** that you check at least one of the boxes below.

- We track costs for water.
- We track the amount of water that we use.

Other Click or tap here to enter text.

In addition to the required activities, all Virginia Green members must identify at least four activities they have implemented to conserve water. List the activities below. Use the [Virginia Green Application Resources](#) for ideas on water conservation strategies.

1. We have installed touchless sinks
2. We have installed sensor touchless urinals
3. We have installed energy efficient water heaters
4. Implementing and redesigning our exterior irrigation system with remote quality control and monitoring measures that can be programmed through a remote application.

Doing more? Let us know:

Section 8: Support Virginia Green

All Virginia Green members must identify at least two activities that support Virginia Green, like displaying the Virginia Green logo. List the activities below. Use the [Virginia Green Application Resources](#) for ideas on supporting Virginia Green strategies.

1. We host school and city functions that support Green initiatives that promote LEED principles and philosophies such as green roofs, water harvesting, and Efficient IAQ
2. As we replace old mechanical systems we are replacing with high energy efficiency equipment that reduces energy costs. These items include Make Up air units, Boilers, Chillers and Air Handlers.

Doing more? Once we are recertified, we would love display the Virginia Logo along side our Virginia Green Certification.

Section 9: Your Unique Business & Other Sustainability Practices

Please use this section to list any other practices that have not been covered above or to provide more detail on your organization's efforts.

Section 10: Planning for the Future

Tell us two environmental projects or activities that you are planning to implement over the next 2 years. If you are looking for ideas, used the [Virginia Green Application Resources](#).

1. Roof top Photovoltaic Solar System- 1mw of energy and over 3,000 panels
2. Convert the entire Convention Center to LED
3. Replace Chillers, Boilers and Air Handlers with High energy efficient equipment

Section 11: Pictures & Logo

Including pictures of the following activities are required for all Virginia Green members.

Upload the following pictures while completing the application process in the Virginia Green Business Directory.

Pictures

- Recycling containers
 - Include pictures of the recycling collection in front and back of house.
- Green Signage
 - Include picture of signage used to inform customers of what materials are recyclable.
- Logo
 - Include a copy of your logo.

Section 12: Do you need to complete a sector-specific Appendix?

If you are a LODGING facility, BREWERY, WINERY, or GOLF COURSE, please reference the appropriate APPENDIX listed / linked below. Please fill this out and submit / attach the Appendix + the Full Virginia Green Application when you are submitting your new Virginia Green LISTING.

Complete the sector specific Virginia Green Application Appendix:

- [Lodging](#)
- [Breweries](#)
- [Golf Courses](#)
- [Wineries](#)

GREAT JOB!

Upload this application, and any applicable appendixes, to your registration in the Virginia Green Travel Business Directory to finish creating your profile.

Once you have completed the profile, Virginia Green Travel Alliance staff will review your certification in 3-4 business days. You will receive an email confirmation, a pdf certificate, and Virginia Green logo graphics. Next, your certification will be announced on social media and in the Virginia Green Travel Alliance newsletter.