**Beacon Award Participant Activity Survey**

Throughout the course of the Beacon Award program, participating agencies must strive to achieve greenhouse gas emissions reductions, energy use savings, and completion of activities in each of the [ten Best Practice Areas](http://www.ca-ilg.org/climatepractices). The program recognizes accomplishments in any one area as Spotlight Awards. [Click here for details on award level criteria.](http://www.ca-ilg.org/award-winners)

We're going to check in with you every year to track your progress towards the completion of these activities. Please fill out the following survey and provide brief descriptions under each category, including the year completed.

If you haven't completed any activities in a particular area, that's ok. This is strictly for tracking purposes and to highlight activities to share with other communities. Not completing an activity in a particular area won’t detract from your agency’s achievements in other areas. Please email completed survey, along with any supporting documentation, to BeaconAward@ca-ilg.org.

**Participating Agency:**

Contact Person & Title:

Email:

Phone:

**Agency Greenhouse Gas Reductions:**

Base year:

Base year greenhouse gas emissions:

Re-inventory year:

Re-inventory greenhouse gas savings:

**Agency Electricity Savings:**

Please list all agency retrofit projects completed since base year, or request a report from your utility provider. Please review the guidance information in the [Beacon Award Guidelines](http://www.ca-ilg.org/post/beacon-award-guidelines-participation-recognition) for more information about obtaining and calculating electricity and natural gas savings.

Base year:

Annual agency electricity use in base year:

Projects (description of each retrofit project, year completed, estimated *annual* savings):

**Agency Natural Gas Savings:**

If your agency is a large natural gas user, please list all agency retrofit projects completed since base year. For guidance about large versus small natural gas users, please review the information in the [Beacon Award Guidelines](http://www.ca-ilg.org/post/beacon-award-guidelines-participation-recognition).

Base year:

Annual agency natural gas use in base year:

Projects (description of each retrofit project, year completed, estimated *annual* savings):

If your agency is a small natural gas user, please describe activities completed to reduce natural gas use.

**Community Greenhouse Gas Reductions:**

Base year:

Base year greenhouse gas emissions:

Re-inventory year:

Re-inventory greenhouse gas savings:

**Activity Promoting Energy Efficiency in the Community:**

Please list activities completed to promote energy efficiency in the community.

**Activities in each of the Institute’s ten Sustainability Best Practice Areas:**

**1. Energy Efficiency & Conservation Activity**

Please provide brief descriptions of up to six completed activities that your agency would like highlight and count towards achieving one or more of the Beacon Award levels, or any activities that have been completed since your last inventory. Be sure to always note the year in which the activity was completed. Also, please include links to the activity's online presence, if any, and indicate whether supporting materials exist.

**2. Water & Wastewater Systems Activity**

Please provide brief descriptions of up to six completed activities that your agency would like highlight and count towards achieving one or more of the Beacon Award levels, or any activities that have been completed since your last inventory. Be sure to always note the year in which the activity was completed. Also, please include links to the activity's online presence, if any, and indicate whether supporting materials exist.

**3. Green Building Activity**

Please provide brief descriptions of up to six completed activities that your agency would like highlight and count towards achieving one or more of the Beacon Award levels, or any activities that have been completed since your last inventory. Be sure to always note the year in which the activity was completed. Also, please include links to the activity's online presence, if any, and indicate whether supporting materials exist.

**4. Waste Reduction and Recycling Activity**

Please provide brief descriptions of up to six completed activities that your agency would like highlight and count towards achieving one or more of the Beacon Award levels, or any activities that have been completed since your last inventory. Be sure to always note the year in which the activity was completed. Also, please include links to the activity's online presence, if any, and indicate whether supporting materials exist.

**5. Climate-Friendly Purchasing Activity**

Please provide brief descriptions of up to six completed activities that your agency would like highlight and count towards achieving one or more of the Beacon Award levels, or any activities that have been completed since your last inventory. Be sure to always note the year in which the activity was completed. Also, please include links to the activity's online presence, if any, and indicate whether supporting materials exist.

**6. Renewable Energy and Low-Carbon Fuels Activity**

Please provide brief descriptions of up to six completed activities that your agency would like highlight and count towards achieving one or more of the Beacon Award levels, or any activities that have been completed since your last inventory. Be sure to always note the year in which the activity was completed. Also, please include links to the activity's online presence, if any, and indicate whether supporting materials exist.

**7. Efficient Transportation Activity**

Please provide brief descriptions of up to six completed activities that your agency would like highlight and count towards achieving one or more of the Beacon Award levels, or any activities that have been completed since your last inventory. Be sure to always note the year in which the activity was completed. Also, please include links to the activity's online presence, if any, and indicate whether supporting materials exist.

**8. Land Use and Community Design Activity**

Please provide brief descriptions of up to six completed activities that your agency would like highlight and count towards achieving one or more of the Beacon Award levels, or any activities that have been completed since your last inventory. Be sure to always note the year in which the activity was completed. Also, please include links to the activity's online presence, if any, and indicate whether supporting materials exist.

**9. Open Space and Offsetting Carbon Emissions Activity**

Please provide brief descriptions of up to six completed activities that your agency would like highlight and count towards achieving one or more of the Beacon Award levels, or any activities that have been completed since your last inventory. Be sure to always note the year in which the activity was completed. Also, please include links to the activity's online presence, if any, and indicate whether supporting materials exist.

**10. Community and Individual Action Activity**

Please provide brief descriptions of up to six completed activities that your agency would like highlight and count towards achieving one or more of the Beacon Award levels, or any activities that have been completed since your last inventory. Be sure to always note the year in which the activity was completed. Also, please include links to the activity's online presence, if any, and indicate whether supporting materials exist.