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# Welcome to the Smart Business Challenge

Welcome to the Smart Business Guide! This document helps Ames businesses, churches, non-profits, and other groups understand their progress towards Ames’s climate goals and prepare for future environmental and sustainability planning. The action items on this list encapsulate Ames’s sustainability goals, including the Ames Climate Action Plan, Ames Pollinator-Friendly Community Plan, and our Bird City USA designation.

The Guide offers recommendations to businesses across 6 categories: Energy, Buildings, Transportation, Waste, Community, and Environment. You can use this guide to mark if your business is doing each action and to what extent or just as a reference to get more ideas.

If you are renting your business space, we encourage you to find a time to review this guide or your potential questions with your building owner. This is not required, but many of these improvements need landlord approval before going forward. We strongly recommend reviewing the Guide and your future sustainability goals with them now or as soon as possible.

We are excited to hear about your goals as an Ames Smart Business Challenge member, and we look forward to connecting with you soon about your work!

## Energy

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| --- | --- | --- |
| **ID** | **Question** | **Responses** |
| E01 | What percentage of your energy usage do you cover with on-site solar generation? (Select one option) | * 100% * 50-99% * 1-50% * 0% |
| E02 | Do you have battery storage paired with solar or other renewable energy sources? | * Yes * No |
| E03 | Do you have a plan to install solar (additional or first-time) on-site?  If yes, what is it? | * Yes * No   If yes, please describe below: |
| E04 | What percentage of your energy usage do you cover with off-site solar or other community renewable energy generation programs, like Ames Electric’s SunSmart community solar program? (Select one option) | * 100% * 50-99% * 1-50% * 0% |
| E05 | Do you record and track your energy consumption? (electric, natural gas, other propane or fuel oil) | * Yes * No |
| E07 | Do you conduct energy benchmarking (comparing your energy use over time)? If not, you can contact electric services at amessbc@cityofames.org about their services. | * Yes * No |
| E08 | *If you do not own your building*, have you made a plan with the building owner to implement any of these improvements (solar installation or energy tracking)?  If yes, what is it? | * Yes * No * NA   If yes, please describe below: |

Energy Notes and Future Plans: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Buildings

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| **ID** | **Question** | **Responses** |
| AUDIT | Have you completed an energy audit of your building in the past 10 years? If not (or if you’d like a new one), please visit [https://www.cityofames.org/government/departments-divisions-a-h/electric/smart-energy](https://www.cityofames.org/government/departments-divisions-a-h/electric/smart-energy/commercial-energy-audit-request-form) to request one.  Must be an Ames Electric customer to sign up for an audit. | * Yes * No |
| B01 | What percentage of your lighting uses LED lightbulbs? (Select one option) | * 100% * 50-99% * 1-50% * 0% |
| B02 | Do you have a plan to replace your lighting with LEDs at end-of-life? | * Yes * No |
| B03 | Do you use timed or motion sensing lighting inside or outside of your building? | * Yes * No |
| B04 | Do you shut down all possible computers and electric equipment when not in use for long periods of time, like overnight? | * Yes, * No * NA |
| B05 | What percentage of your business’s space do you heat using an electric heat pump? (Select one option) | * 100% * 76-99% * 51-75% * 26%-50% * 1%-25% * 0% |
| B06 | Have you filled out and sent the “Ames Heat Pump Replacement Pledge” to Electric Administration (502 Carroll Ave.) or [amessbc@cityofames.org](mailto:amessbc@cityofames.org)? | * Yes * No |
| B07 | Do you utilize an Energy Star-rated programmable thermostat for heating and cooling? | * Yes * No |
| B08 | What percentage of your business’s water do you heat using a heat pump water heater? (Select one option) | * 100% * 76-99% * 51-75% * 26%-50% * 1%-25% * 0% |
| B09 | Have you filled out and sent the “Ames Heat Pump Water Heater Replacement Pledge” to Electric Administration (502 Carroll Ave.) or [amessbc@cityofames.org](mailto:amessbc@cityofames.org)? | * Yes * No |
| B10 | What percentage of your appliances and technology (Kitchen, Laundry, HVAC, etc.) are Energy Star™ rated? (Select one option)  Did you know Ames Electric offers money saving rebates for Energy Star™ rated appliances? Check out cityofames.org/smartenergy for more information. | * 100% * 51-99% * 1-50% * 0% |
| B11 | Do you use induction stoves? | * Yes * No * NA |
| B12 | Do you use electric lawnmowers? | * Yes * No * NA |
| B13 | Have you improved insulation in your building(s) in the last 15 years? | * Yes * No |
| B14 | Do you have an HVAC operating plan, Building Automation System, or similar method for reducing unnecessary HVAC use? | * Yes * No |
| B15 | Are you planning to build a new building that meets net-zero energy standards, including a heat pump, heat pump water heater, and EV-charging capabilities? | * Yes * No * NA |
| B16 | If you do not own your building, have you planned with the building owner to implement any of these improvements (energy efficient appliances, heat pump, heat pump water heater, electric lawnmower, programmable thermostat, insulation improvements, etc)?  If so, what is it? | * Yes * No * NA   If yes, please describe below: |

Buildings Notes and Future Plans: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Transportation

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| **ID** | **Question** | **Responses** |
| T01 | How many light-duty vehicles are in your fleet – gas, hybrid, and electric? (Numerical response) | [Numerical] \_\_\_\_\_ |
| T02 | How many electric light-duty vehicles are in your business’s fleet? (Numerical response) | [Numerical] \_\_\_\_\_ |
| T03 | What percentage of your fleet is light-duty EVs? Calculate this by dividing T02 from T01. | * 100% * 51-99% * 1-50% * 0% * NA |
| T04 | How many heavy-duty vehicles are in your fleet - gas, hybrid, and electric? (Numerical response) | [Numerical] \_\_\_\_\_ |
| T05 | How many electric heavy-duty vehicles are in your business’s fleet? (Numerical response) | [Numerical] \_\_\_\_\_ |
| T06 | What percentage of your fleet is heavy-duty EVs? Calculate this by dividing T05 from T04. | * 100% * 51-99% * 1-50% * 0% * NA |
| T07 | How many hybrid vehicles are in your business’s fleet? (Numerical response) | [Numerical] \_\_\_\_\_ |
| T08 | What percentage of your business fleet is hybrid vehicles? | * 100% * 51-99% * 1-50% * 0% * NA |
| T09 | Are you planning to purchase electric or hybrid vehicles in the future?  If yes, what is your plan? | * Yes * No * NA   If yes, please describe below: |
| T10 | Do you have EV charging available for...? (Select all that apply) | * Fleet use * Employee use * Customer use * None |
| - | Do you provide incentives for employees to: | - |
| T11 | Drive electric vehicles?   * Including designated parking, installed chargers, monetary/gift incentives, etc.   If yes, what are they? | * Yes * No   If yes, please describe below: |
| T12 | Carpool?   * Including designated parking, company vehicles for carpool purposes, or monetary/gift incentives   If yes, what are they? | * Yes * No   If yes, please describe below: |
| T13 | Use Cyride?   * Including providing bus passes, monetary/gift incentives   If yes, what are they? | * Yes * No   If yes, please describe below: |
| T14 | Ride bikes/skateboards/scooters/etc?   * Including bike storage/racks, showering facilities, monetary/gift incentives   If yes, what are they? | * Yes * No   If yes, please describe below: |
| T15 | Walk?   * Including showering facilities and monetary/gift incentives   If yes, what are they? | * Yes * No   If yes, please describe below: |
| T16 | Do you provide telecommunication options for customers and employees (virtual meetings, phone calls, etc.)? | * Yes * No |
| T17 | Do you track the transportation related emissions of your business (materials, supplies, shipping and processing, tools, delivery, etc)?  If yes, how do you do this? | * Yes * No   If yes, please describe below: |
| T18 | Does your business utilize transportation routes and schedules to minimize driving time and fuel consumption? | * Yes * No |
| T19 | If you do not own your building, have you planned with the building owner to implement any of these improvements (incentives for active transportation, EV charging, etc.)?  If so, what is it? | * Yes * No * NA   If yes, please describe below: |

Transportation Notes and Future Plans: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Waste

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| **ID** | **Question** | **Responses** |
| W01 | Do you recycle or compost using programs provided by the City of Ames’s Resource Recovery Center? (Select all that apply) | * Glass * Metal * Paper * Cardboard * Compost (Food Waste Diversion) |
| W02 | Do you use other programs or methods to recycle or compost?  If yes, what are they? | * Yes * No   If yes, please describe below: |
| W03 | Do you purchase products or supplies made from recycled or compostable material? | * Yes * No |
| W04 | Do you take steps to minimize the packaging required for your business?  If yes, how? | * Yes * No   If yes, please describe below: |
| W05 | Do you provide options for electronic receipts? | * Yes * No |
| W06 | Do you give discounts or other incentives to customers that bring reusable items to your store (bags, mugs, etc.) for use?  If yes, what are they? | * Yes * No   If yes, please describe below: |
| W07 | Are any of your procurement processes, purchasing systems, loyalty programs, or other methods paperless?  If yes, summarize your methods. | * Yes * No   If yes, please describe below: |
| W08 | Do you have a policy to donate unneeded or expired supplies, equipment, or goods?  If yes, what is it? | * Yes * No   If yes, please describe below: |
| W09 | Does your business provide any opportunities for exchanging or reusing supplies and equipment with other businesses?  If yes, explain your practices. | * Yes * No   If yes, please describe below: |
| W10 | Does your business monitor and evaluate its emissions? If so, how? Please address which emissions scopes you cover in your description.   * Scope 1: Direct emissions   + Company vehicle emissions, waste * Scope 2: Electric emissions   + Your power use * Scope 3: All other indirect emissions   + Shipping and packaging, commuting, transportation of supplies | * Yes * No   If yes, please describe below: |

Waste Notes and Future Plans: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Community

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| **ID** | **Question** | **Responses** |
| C01 | Do you have any sustainability certifications?  If yes, which ones? | * Yes * No   If yes, please describe below: |
| C02 | Do you promote organizational sustainability actions within employee position descriptions or handbook/training materials? | * Yes * No |
| C03 | Does your business include sustainability efforts or ideas on your website or social media posts?  Show us your awesome media posts! (optional) | * Yes * No   If yes, please describe below: (optional) |
| C04 | Do you offer eco-friendly promotional items, such as wildflower seed packets and reusable items with conservation themes? | * Yes * No |
| C05 | Does your business provide charitable contributions for any cause (in-kind or monetary)? | * Yes * No |
| C06 | Have you installed signage to engage visitors in learning about sustainable practices, conservation, or pollinator-friendly landscapes? | * Yes * No |
| C07 | Does your business participate in events to educate the public about energy efficiency, transportation, waste, conservation, and/or community building?  If yes, what are they? | * Yes * No   If yes, please describe below: |
| C08 | Has your business collaborated with other businesses, organizations, or individuals with regard to resource use, educational events, or other sustainability-focused ideas?  Describe these collaborations. What were your goals? | * Yes * No   If yes, please describe below: |
| C09 | Does your business provide shared community spaces to encourage or facilitate collaboration? | * Yes * No |
| C10 | Do you prioritize purchasing from local vendors? | * Yes * No |

Community Notes and Future Plans: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Outdoor Environment

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| **ID** | **Question** | **Responses** |
| OE01 | Do you have shade and habitat-providing native trees, shrubs, and tall prairie grasses where possible, rather than conventional landscaping? | * Yes * No |
| OE02 | Have you replaced high-maintenance turf grass with pollinator lawns or native plants? | * Yes * No |
| OE03 | Do you use motion-activated or dark-sky-compliant lighting outdoors? | * Yes * No |
| OE04 | Do you have pollinator or bird-friendly green roofs or living walls on your building’s exterior? | * Yes * No |
| OE05 | Do you use compost at your business? | * Yes * No * NA |
| OE06 | Do you leave fallen leaves in garden beds or natural areas for soil enrichment and habitat for small wildlife? | * Yes * No |
| OE07 | If you have noticed bird collisions with glass, have you taken action to prevent future collisions? | * Yes * No * NA |
| OE08 | Do you control invasive species on your property? | * Yes * No |
| OE09 | Have you installed swales or rain gardens to capture rainwater? | * Yes * No |
| OE10 | Do you use pesticide with neonicotinoids, the most damaging active pesticide ingredient to pollinators? | * Yes * No |
| OE11 | Do you use environmentally safe sidewalk salt or outdoor cleaning supplies? | * Yes * No |
| OE12 | Have you installed birdhouses, bat houses, or small water features to support wildlife? | * Yes * No |
| OE13 | Do you source food and products that are organic, sustainably grown, or verified as pollinator-safe? | * Yes * No |

Outdoor Environment Notes and Future Plans: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please email us at amessbc@cityofames.org to ask how you can do anything on (or off) this guide! We are a resource for you and your organization as you develop smart, sustainable practices. Once we receive your email, we will set up a time for a short, high-level meeting to discuss your current sustainability efforts, set goals for future action, and create a simple social media post to highlight your business.

Lastly! We welcome you to email us with any feedback you have as we adjust the format of the Smart Business program at the City of Ames.

Thank you so much for your investment in the City of Ames. You are a crucial part of our community, and we are excited to have your help in our quest for a sustainable, climate smart city!