

TOP 10 COMMON ERRORS WHEN APPLYING FOR THE FGBC GREEN LOCAL GOVERNMENT CERTIFICATION

1. Forgetting to include an electronic copy of the checklist (Excel tool)

2. Ignoring the Reference Guide – the Approach, Benefits, Suggested Documentation and Resources help to describe the credit in much greater detail

3. Applicable points – Skipping an entire category
Credit items are sorted by category for convenience, but should be looked at individually.

4. Applicable points – Skipped because *not one of our goals*

Often skipped because: Don't intend to accomplish credit, too hard or expensive, etc. Still applicable if you could be responsible for (only exceptions – jurisdiction, scenario does not apply. Eg. – no public marinas, how could we certify them green?)

5. Applicable points – Skipped because not under our direct control

Sometimes will not be applicable (ie. most activities in Q:School Board for cities) but efforts/responsibility can still exist. Influence, financial support, partnerships & education help impact such a credit item. Eg. – Police force, green cleaning, waste management, etc is contracted: can still have a clause or requirements in contract

6. Category A – Administration

Public data is sometimes submitted under credit 2, but category A refers to a local government's in-house practices.

7. Submitting an ordinance or management plan

These documents are often long and do not explain the goals included within the credit item. Relevant areas should be highlighted or summarized to ensure credit and allow for an expedited review. Eg. – Energy & Waste Mgmt plans: 10% reduction in 5 years, Mitigation – identifying habitats, Open burning – ban recyclables yard waste & household refuse, Disaster recovery – recovery of reusable materials

8. Bi-annual Education

Though confusing, bi-annual (aka: semi-annual) refers to twice a year rather than the often submitted once every two years (biennial). A course summary and/or agenda should be included for at least two related courses.

9. Green Fleet Management

The Fleet Management Module is often ignored because it is a separate document, but 75% of its checklist items C-M are required to obtain credit for items E2a, O3a, P1d & Q3c.

10. Monitor types and amounts of materials entering landfill (R2d)

Internal Local government operations are often submitted here, when it should encompass the entire city or county's waste stream. The details should also identify specific types (C&D debris, bottles, cans, medical, yard waste, electronics) to be able to determine and target changes in waste management