



# Duluth Superior Area Community Foundation

## Early Adopter Action Plan

### SUSTAINABLE VISION

In a sustainable future, the Duluth Superior Area Community Foundation does not contribute to:

- The progressive build-up of concentrations of substances extracted from the earth's crust;
- The progressive build-up of concentrations of persistent chemicals and compounds produced by society;
- The progressive physical degradation and destruction of nature and natural processes; and
- Conditions that undermine people's capacity to meet their basic human needs.

Our main characteristics are:

- We are an energy efficient organization which makes use of sustainable energy sources;
- We are a convener, provider and awareness builder of green consciousness within our local community;
- We make all organization purchases with environmental sustainability in mind and produce zero net waste as a result of our operations;
- We are the leading funder of environmental sustainability activities within our community; and
- We are an influential member within the community foundation field with regard to sustainability issues.

### ACTION STEP SUMMARY TO ACHIEVE OUR VISION

(Green indicates completed. Black indicates in progress or future goal)

#### Eco-friendly Kitchen

- Switch from paper plates and plastic silverware to reusable plates and silverware
- Eliminate paper towels; replace with cloth
- Recycle and compost garbage
- Eliminate water cooler and use filter on faucet



#### Work with current land lords about assisting us in reducing our environmental footprint

- Initiate building-wide recycling and compost program
- Install energy efficient lighting
- Conduct a general energy audit
- Create greener restrooms (two level flushable toilets, biodegradable soap, electric dryers/recycled paper towels)
- Provide prominent bicycle parking in garage



#### Initiate public relations campaign to raise awareness of sustainability issues

- Sponsor Early Adopter Public Showcase and chamber event in October
- Include Early Adopter Project on Community Foundation Web site
- Research a 'sustainable' theme for 2010 for events, publications and other community outreach
- Green email signature to remind people to think before they print

#### Educate the internal foundation community about our sustainability efforts

- Mention our progress in committee meetings
- Educate board on why sustainability can benefit Community Foundation's long term objectives
- Provide educational opportunities for staff and volunteers



#### Educate the external foundation community about the benefits of sustainability

- Hold workshops for non-profit sector on the benefits of sustainability
- Provide information and inspiration to non-profit sector about our successes

#### Reduce paper waste within our office and for our stakeholders

- Require grant and scholarship applications to be submitted electronically
- Create a more efficient filing system for documents
- Work with software database provider to make more green friendly forms (for those things we must print out)
- Implement an intranet to share documents with board and committee members
- Create standards/policies for printing and storing 'special' documents
- Reduce mailings/go electronic when possible
- Encourage and educate our stakeholders to accept electronic mailings versus paper
- Utilize technology; conference calls and video conferencing
- Use FSC of SFI certified paper for off-site print jobs
- Set printer default to dual side printing



#### Plan sustainable events and meetings

- Purchase green/local food for events with minimal packaging
- Reduce paper invitations with electronic invites and print the remaining on eco-friendly paper



#### Become a leader among Community Foundations in the area of sustainability

- Share our findings with other Community Foundations through publications
- Present at regional and national conferences about the benefits of sustainability in the non-profit sector



#### Integrate sustainability into Community Foundation's future

- Board support
- Include sustainability focus in next strategic plan
- Encourage establishment of environmental funds
- Seek out initiative funding to continue supporting our green efforts
- Research possibility of process to measure grants and scholarship applicant's 'greenness'

#### Sustainable building

- Design and build green office building
- Provide sustainable office space for rent to area non-profits

