

petal
2.0



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Workplace Culture

1.0	Build a High Trust Culture	Points
1.1	Implement a proactive internal recruiting and/or succession program following a policy that is fair and equitable to internal applicants, that sets expectations for employees applying for a position, and that is implemented consistently and communicated openly throughout the organization.	_____
1.2	Start a Mentoring Program in order to improve employee satisfaction and retention, enrich new-employee initiation, make your company more appealing to recruits, and train your leader.	_____
1.3	Engage employees and harness talent through a high impact Training and Development programs to enhance employee growth and future performance.	_____
1.4	Develop an onboarding program to engage and motivate new hires, and to help them quickly assimilate company policies and workflow while getting fully acquainted with the organization's culture.	_____
1.5	Recognize and Reward Excellence in the workplace. Plan when and how to give recognition and map out how you'll make it happen. Involve a wider team in putting your plans into action if possible.	_____
1.6	Give employees a voice and a role in determining company policies and operating procedures by including them in Strategic Planning and Execution.	_____
1.7	Dedicate funds and staff resources for social and teambuilding activities and inside and outside the workplace.	_____
1.8	Adopt Sexual Harassment Policies, reporting procedures, and training to prevent sexual harassment in the workplace. Infuse these policies into your workplace culture, with support from top leadership.	_____
1.9	Complete at least ## of the "Quick Steps for Employee Engagement" actions.	_____
	<p>For Businesses and Organizations with less than 50 employees, check COMPLETE for this section on page 1 if you have achieved xx or more points.</p> <p>For Businesses and Organizations with 50 employees or more, check COMPLETE for this section on page 1 if you have achieved xx or more points.</p> <p>TOTAL POINTS</p>	<p>Total Points</p> <p>_____</p>

Quick Steps for a Welcoming Workplace (see Criteria #1.9)		
-	Celebrate multiculturalism in the workplace	_____
-	Market to underrepresented groups	_____
-	Prominently post Equal Opportunity Employer statements	_____
-	Nursing Mothers room	_____

2.0	Be a Welcoming Workplace	Points
2.1	Adopt an Alternative Work Schedule Policy and Procedure that allows for Flexible Work Schedules, such as flextime or 10-hour day / 4 day work week. (xx points)	_____
2.2	Post information about Iowa Child Care Resource & Referral, Child Care Assistance (CCA), and other resources that can help employees and prospective employees identify child care providers and resources. (xx points)	_____
2.3	Offer direct payment of child care expenses for employees. The Employer-Provided Child Care Tax Credit is available to employers who pay a child care facility to provide child care services to their employees. (xx points)	_____
2.4	Provide on-site and back-up childcare to employees. The Employer-Provided Child Care Tax Credit is available to employers for qualified childcare facility expenditures. (xx points)	_____
2.5	Utilize a Dependent Care Assistance Program (DCAP) to allow employees to deduct dependent care expenses from their paychecks on a pre-tax basis. (xx points)	_____
2.6	Offer 12-Weeks of Paid Maternity Leave. Doctors recommend that moms take at least 12 weeks away from the office to recover physically and bond with baby, and research has shown that time off has benefits for parents, newborns, and employers. (xx points) - Extra weeks = extra points? Offer 12-Weeks of Paid Maternity and Paternity leave.	_____
2.7	Become a Home Base Iowa business committed to helping transitioning service members find employment in the civilian workforce. (xx points)	_____
2.8	Conduct an assessment of diversity strengths and weaknesses in your company with consideration for how diversity in the workplace impacts performance. Diversity can include age, gender, sexual-orientation, race, ethnicity, and more. (xx points)	_____
2.9	Provide cultural sensitivity and unconscious bias education through workshops, such as those offered by Inclusive Dubuque (xx points)	_____
2.10	Provide ESL/ELL service and support for current employees who speak English as a Second Language, and to convey a welcoming workplace to prospective workers of diverse cultural, ethnic, and national backgrounds. (xx points)	_____
2.11	Ensure that facilities and resources meet or exceed current standards of the Americans with Disabilities Act. (xx points)	_____
2.12	Complete at least ## of the “Quick Steps for a Welcoming Workplace” actions. (xx points)	_____
	For Businesses and Organizations with less than 50 employees, check COMPLETE for this section on page xx if you have achieved xx or more points. For Businesses and Organizations with 50 employees or more, check COMPLETE for this section on page xx if you have achieved xx or more points.	Total Points _____

3.0	Offer Competitive Wages and Benefits	Points
3.1	Offer competitive starting wages, based on Wage Thresholds for your specific laborshed area as reported by the Iowa Economic Development Authority. <ul style="list-style-type: none"> • Starting wage is 90% of threshold • Starting wage is 100% of threshold • Starting wage is 120% of threshold 	
3.2	Offer Student Loan Repayment Benefits to attract and retain college-educated talent. Adding student-loan repayment assistance to your benefits programs can a powerful differentiator in attracting and retaining employees.	
3.3	Offer quality, affordable health insurance to your employees through private providers or the Small Business Health Options Program (SHOP) Marketplace (this criteria applies only to opt-in employer sponsored health insurance for companies with less than 50 employees).	
3.4	Offer a Tuition Reimbursement Program to attract, retain, and grow top employees. Consult your accountant about how you might utilize tax deductions of up to \$5,250 per employee per year.	
3.5	Offer a competitive 401(K) plan and employer-match for employee contributions into their plans.	
3.6	Attract and Retain Top Talent – Complete at least ## of the “Quick Steps for Competitiveness” actions.	
	For Businesses and Organizations with less than 50 employees, check COMPLETE for this section on page 1 if you have achieved xx or more points. For Businesses and Organizations with 50 employees or more, check COMPLETE for this section on page 1 if you have achieved xx or more points. TOTAL POINTS	Total Points

4.0	Support Employee Health and Wellness	Points
4.1	Provide On-Site Fitness equipment and space. In addition to improving employee health and well-being, on-site fitness facilities may be viewed as a recruitment tool that gives a specific company competitive advantage over their rivals. Starting an on-site fitness facility can be more cost effective than paying for an external fitness membership, and workers are more likely to stick to an exercise routine when the health club is easily accessible, as opposed to having to travel offsite before or after their work hours.	_____
4.2	Provide a fitness allowance or Wellness Reimbursement Program to employees that encourages healthy lifestyle habits, such as gym memberships, personal trainers, purchase of fitness equipment, etc.	_____
4.3	Provide health risk assessments and biometrics screenings to educate employees about their health and identify any health problems before they get expensive. Health data may also help your company and employees reduce insurance costs.	_____
4.4	Host an on-site flu shot clinic.	_____
4.5	Replace junk food offered as an employee perk with healthy snack alternatives.	_____
4.6	Support healthy food choices with a Company Garden.	_____
4.7	Implement tobacco cessation and prevention policies and programs in the workplace to decrease medical costs, improve productivity, and most importantly, improve employee health.	_____
4.8	Provide secure bicycle storage for employees. Have a bike kit on-site for employees who may have bicycle emergencies or problems.	_____
4.9	Offer lockers and showers for employees who walk, jog or bicycle to work. Provide your own, or subsidize the cost of locker rentals and shower passes at a nearby health club.	_____
4.10	Encourage bicycling to work by offering rebates on bicycles bought for commuting, or provide employees a stipend or subsidy for bicycle maintenance.	_____
4.11	Financial Literacy	_____
4.12	Complete at least ## of the “Quick Steps for Wellness” actions.	_____
	<p>For Businesses and Organizations with less than 50 employees, check COMPLETE for this section on page xx if you have achieved xx or more points.</p> <p>For Businesses and Organizations with 50 employees or more, check COMPLETE for this section on page xx if you have achieved xx or more points.</p>	<p>Total Points</p> <p>_____</p>

5.0	Reduce Waste	Points
5.1	Complete a Waste Audit to determine the amount and types of waste that are generated by your organization. Information from these audits can help you and your organization to determine how you can reduce the amount of waste that your company generates.	_____
5.2	For businesses with fewer than 200 employees, contact the Iowa Waste Reduction Center for a free on-site assessment.	_____
5.3	<p>Reduce waste with a Recycling Program designed for your business, to include the following minimum steps:</p> <ul style="list-style-type: none"> - Designate a recycling coordinator(s) to take responsibility for monitoring your company's recycling program and conducting ongoing education with other employees. - Provide sufficient, easily accessible, and clearly marked bins to collect recyclable materials as specified by your recycling provider (typically paper, cardboard, glass, plastics, and aluminum products are recyclable). Minimize usage of waste bins, keeping a small number of centrally located general waste bins and a much higher ratio of recycling bins available around the office. 	_____
5.4	Create a "Roadmap to Zero Waste" Plan and engage employees in Zero Waste Goal attainment. Extra points for third party verification of Zero-Waste to Landfill status.	_____
5.5	Compost food waste and other compostable waste.	_____
5.6	Keep unused wholesome, edible food from going to waste by donating it organizations and agencies, such as local food banks, that serve the hungry, homeless and at-risk populations.	_____
5.7	Post byproducts and wastes produced by your business on the Iowa Waste Exchange so that they could be used by another Iowa company in their production process. Contact your Iowa Waste Exchange to get started.	_____
5.8	Complete at least ## of the "Quick Steps for Waste Reduction" actions.	_____
	<p>For Businesses and Organizations with less than 50 employees, check COMPLETE for this section on page xx if you have achieved xx or more points.</p> <p>For Businesses and Organizations with 50 employees or more, check COMPLETE for this section on page xx if you have achieved xx or more points.</p>	<p>Total Points</p> <p>_____</p>

Quick Steps for Waste Reduction (see Criteria #5.8)	
-	In the lunch room/break room, replace disposables with permanent ware (mugs, dishes, utensils, etc.)
-	Use refillable containers for sugar, salt, pepper and other condiments to avoid individual disposable packets. To-go orders are exempt from this.
-	Make two sided printing and copying standard practice in your business. Set all computers to print double-sided default.
-	Send internal memos electronically and discourage printing of them. If paper is used, use scratch paper that would have been otherwise recycled.
-	For catered or other events, adhere to the following: a) provide reusable dishware OR provide recyclable and/or compostable dishes and ensure their proper disposal; b) compost food waste; c) purchase local food; d) use primarily plant-based organic food.
-	Minimize misprints by posting a diagram showing how to load paper, like letterhead and envelopes
-	Eliminate paper hand towels by installing air hand dryers in restrooms
-	Use cloth instead of paper napkins and tablecloths
-	Eliminate paper documents by having electronic forms and contracts
-	Send and receive documents/faxes directly from computers without printing
-	Eliminate individual plastic bottles of water for employees or guests.
-	Donate, sell, exchange or recycle unwanted but usable items (furniture, supplies, electronics, office supplies, etc.)
-	Keep a stack of previously used paper near printers. Use it for scratch paper or internal memos, make it into notepads, or designate a bypass tray on printer for printing draft single-sided documents
-	Recycle printer and toner cartridges
-	Use recycled or remanufactured laser and copier toner cartridges unless high-quality copies are required for marketing purposes.
-	Centralize employee schedules, meeting announcements and journals in a single location (bulletin board, white board, email, etc.) to reduce printed copies
-	Reduce the number of garbage bin liners by reusing bags, having selective use of unlined bins, or reducing the amount of garbage bins (please note that recycling bins should not have liner bags. If using bags for composting bins, they must be BPI certified)
-	Offer an incentive to customers who bring their own shopping bags, coffee mugs, etc. and/or use a disincentive such as charging a fee for disposable containers and bags (Retail)
-	Offer durable, reusable bags at checkout
-	For restaurants without table service, set up a program for front of the house recycling and composting (Restaurant)

6.0	Conserve Energy and Use Renewable Energy	Points
6.1	Compete an Energy Audit through a utility or other audit provider. Energy audits reveal your usage patterns, identify waste, over-expenditure and, generally, make you fully cognizant of where your energy dollars are going. This knowledge will enable you to be more efficient with your energy use and be able to track and accelerate savings.	_____
6.2	For major appliances and common electronic equipment, use only products with energy saving features (e.g. Energy Star®) and ensure energy-saving settings are enabled.	_____
6.3	<p>Replace/use at least 75% of lightbulbs according to the specifications below, and make a plan to upgrade any light fixtures that aren't compliant with the specifications.</p> <ul style="list-style-type: none"> - Replace at least 75% of non-dimming incandescent bulbs with compact fluorescents. - Replace low wattage dimming and non-dimming incandescent bulbs with cold cathodes. - Replace all T12 fluorescent lighting with energy-efficient T8 or T5 fixtures with electronic ballasts or other equivalent efficiency lighting Use halogen lamps only for low wattage spotlighting in retail environments. 	_____
6.4	Generate on-site renewable energy, such as biomass, hydro, geothermal, solar, and wind.	_____
6.5	Purchase Renewable Energy Certificates (RECs) or Green-e Certified renewable energy through your electric utility provider	_____
6.6	Complete at least ## of the "Quick Steps for Energy Efficiency" actions.	_____
	<p>For Businesses and Organizations with less than 50 employees, check COMPLETE for this section on page xx if you have achieved xx or more points.</p> <p>For Businesses and Organizations with 50 employees or more, check COMPLETE for this section on page xx if you have achieved xx or more points.</p>	<p>Total Points</p> <p>_____</p>

Quick Steps for Energy Efficiency (see Criteria #6.6)	
- Setup and complete regularly scheduled HVAC maintenance with a local service provider at least twice a year. Check for coolant leaks, duct sealing, clogs, and obstructions of air intake and vents. Clean condenser coils of dust and lint. Clean evaporator coils of excessive frost. Inspect and repair economizers on AC systems.	
- Change HVAC filters every two months (or clean permanent filters with mild detergents). Record dates that filters were changed or cleaned.	
- Sign up with the EPA's portfolio manager to track energy, water, and natural gas usage (instructions for sign up will be provided). Use it to benchmark the performance of one building or a whole portfolio of buildings and to improve energy management.	
- Set the temperature on all water heaters to no more than 120 degrees Fahrenheit.	
- Insulate all hot water pipes and cold suction lines.	
- Improve exit sign efficiency to less than 5 watts per sign by using LED signs, electroluminescent, photo luminescent, or other applicable signs.	
- Post signs reminding employees to turn off lights and appliances when they are not needed.	
- Use lighting controls such as dual technology occupancy, bypass delay timers, photocells, or time clocks, especially in low occupancy areas such as closets and restrooms.	
- Use daylight dimmers that turn lights off automatically when light is sufficient.	
- Use power management software programs that save energy by automatically turning off idle monitors and printers (must be purchased separate from computer).	
- Switch equipment off after working hours, either manually or with plug load controllers (for office equipment) and power management software (for computers).	
- Increase lighting efficiency by installing optical reflectors and/or diffusers.	
- Adjust ceiling fans as appropriate to circulate warm air (when heating system is running) and cold air (when AC is running).	
- Use economizers on A/C to increase air circulation.	
- Use occupancy sensors to adjust set points for the air conditioning, and heating equipment and to control other electrical devices and appliances.	
- Institute a written policy that ensures blinds and curtains are closed during peak summer period (white reflects) or use ceiling fans to reduce A/C load	
- Set thermostat to 76° F for cooling, 68° F for heating; use timing devices to turn system down after hours	
- Provide shade for HVAC condenser, especially roof-top units.	
- When repainting or replacing building exterior and roof, choose light colors to reflect more sunlight.	
- Clean lighting fixtures, diffusers and lamps twice a year so they are lighting as effectively as possible (dirt can reduce lighting efficiency by up to 50%).	
- Set refrigerator temperature between 38°F and 41°F and freezer between 10° F and 20°F. Restaurants are exempt.	
- Use task lighting rather than lighting entire office area (Retail Office)	
- Operate dishwashers only when fully loaded. (Restaurant)	

7.0	Conserve Water	Points
7.1	Conduct a Water Use Audit to inventory all water uses in your facility and identify ways to increase water use efficiency. The results can help you prioritize steps to implement cost-effective water-saving measures.	_____
7.2	<p>Use low-flow water appliances, including sinks, showerheads, toilets, and urinals, according to the specifications below. At least 75% of appliances must comply with the specifications, with a plan to upgrade those that are non-compliant.</p> <ul style="list-style-type: none"> - Install low flow aerators or flow reducing valves with flow rates not to exceed .5 gallons per minute (gpm) for hand washing sinks, 1.5 gpm for kitchen and lavatory sink faucets, and 1.5 gpm high efficiency showerheads. All infrared faucets must be fitted with aerators not to exceed .5 gpm. and there must be a plan to upgrade those that aren't compliant. - Install toilets with maximum flush volume of 1.6 gallons per flush (gpf) or less. Replace all pre-1992 urinals that flush more than 1.0 gpf with high-efficiency models that flush .5 gallons or less. 	_____
7.3	Ensure that all fixtures, appliances, and pipes are free from water leaks, and inspect thoroughly at least once per year.	_____
7.4	Implement grey water recycling and/or rainwater harvesting practices to reduce usage of potable water (for applications such as water for landscaping).	_____
7.5	Decrease Water Usage – Complete at least ## of the “Quick Steps for Water Conservation” actions.	_____
	<p>For Businesses and Organizations with less than 50 employees, check COMPLETE for this section on page xx if you have achieved xx or more points.</p> <p>For Businesses and Organizations with 50 employees or more, check COMPLETE for this section on page xx if you have achieved xx or more points.</p>	<p>Total Points</p> <p>_____</p>

Quick Steps for Water Conservation (see Criteria #7.6)	
-	Check your water bill each month for indications of leaks, spikes, or other problems.
-	Check the property for leaks every 6 months. Leaks in toilet tanks can be detected with leak detecting tablets or by using drops of food coloring.
-	Post signs in restrooms and kitchen to encourage water conservation and to report leaks.
-	Institute and/or maintain a “No Running Water” policy. Train staff never to leave water running while cleaning.
-	Adjust sprinkler times and/or duration according to seasons, water during non-daylight hours (generally before 7 AM or after 9 PM, and install rain shut-off devices or moisture sensors that turn off (or override) the irrigation system during rain.
-	Test irrigation sprinklers monthly to ensure proper operation and coverage and repair all broken or defective sprinkler heads/nozzles, lines and valves.
-	Take daily water meter readings that are to be logged into a spreadsheet for early detection of water consumption spikes that may indicate leaks or other high use pro.
-	Change window washing cleaning schedule from “periodic” to “as required”.
-	Indoors, use dry floor cleaning methods followed by damp mopping rather than spraying or hosing with water.
-	Outdoors, clean surfaces using dry sweeping methods and pressure wash surfaces with a 1.6 gpm or less high velocity spray nozzle. Use of a hose to spray down surfaces is discouraged (never sweep or spray debris into storm drain).
-	Apply at least 2 inches of mulch in non-turf areas, preferably with recycled wood chips.
-	Turn off the continuous flow used to wash the drain trays of the coffee/milk/soda beverages island. Clean thoroughly as needed. (Restaurant).
-	Use rain barrels to collect rain water for landscaping.

8.0	Prevent Pollution	Points
8.1	Take inventory of hazardous materials and implement action plan to a) minimize use; b) substitute with safer alternatives; and c) ensure proper disposal of hazardous materials. Communicate guidance on proper use and disposal to employees as appropriate. For information about disposal of everyday household hazardous waste materials, consult your local waste agency.	_____
8.2	Collect items that are prohibited from the garbage (batteries, CFLs, cell phones and other electronics, etc.) and institute a program for their safe disposal.	_____
8.3	Develop a plan for eco-friendly vehicles and provide criteria for buying new and efficient vehicles. Provide a copy of your plan. Use Electric/Hybrid Vehicles only for fleet services.	_____
8.4	Eliminate the standard use of plastic bags (Retail) and the use of polystyrene / styrofoam containers (Restaurants).	_____
8.5	Set and reach a goal for reducing the annual vehicle miles traveled (VMT) by the company fleet. Track data of the company fleet that includes vehicle make, model, model year, fuel type, annual vehicle miles traveled and gallons of fuel each year.	_____
8.6	Conduct a survey of employee interest in transportation alternatives and based on the survey results, develop incentives or other ways to encourage employees to carpool, take mass transit, or ride their bikes to work (e.g. designated carpool parking spaces, gas cards, offset bicycle cost, discounted bus fare).	_____
8.7	100+ employees - Contact the IA DNR Pollution Prevention Services team for a free pollution prevention assessment	_____
8.8	Complete at least ## of the "Quick Steps for Pollution Prevention" actions.	_____
	<p>For Businesses and Organizations with less than 50 employees, check COMPLETE for this section on page xx if you have achieved xx or more points.</p> <p>For Businesses and Organizations with 50 employees or more, check COMPLETE for this section on page xx if you have achieved xx or more points.</p>	<p>Total Points</p> <p>_____</p>

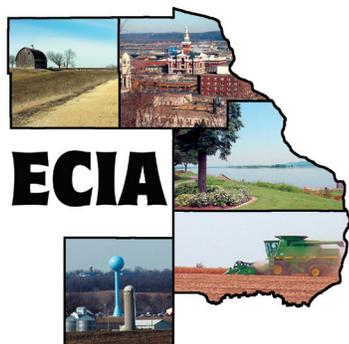
Quick Steps for Pollution Prevention (see Criteria #8.6)	
- Purchase copy, computer and fax paper with a minimum 30% post-consumer recycled content. Documentation from your paper provider will be required.	
- Purchase copy, computer, and fax paper with a minimum 100% post consumer recycled content (provide documentation).	
- Purchase letterhead, envelopes and business cards with a minimum 30% post-consumer recycled content. Documentation from your printing vendor will be required.	
- Purchase over half of your marketing materials with a minimum of 30% post-consumer recycled content. Documentation from your printing vendor will be required.	
- Purchase janitorial paper products (toilet paper, tissues, and paper towels) that are certified Ecologo, Green Seal, or contain a minimum 50% post-consumer recycled content. Documentation from your vendor will be required.	
- Replace standard fluorescent lights with low mercury fluorescent lights.	
- Authorize employees to hold meetings via telecommunications	
- Facilitate carpooling for offsite meetings where teleconferencing is not an option	
- Encourage biking among your customer base with secure bicycle storage, discounts on purchases, and other incentives.	
- Replace standard fluorescent lights with low mercury fluorescent lights	
- Provide car/van pool parking spaces	
- When sourcing with a commercial printer, request vegetable or other low-VOC inks.	
- Purchase dishwashing detergents with reduced volatile organic compounds (Restaurant)	
- Use a corrugated or recyclable board in place of foam core boards.	

9.0	Invest in Your Community and Its Future	Points
9.1	Be a member of your local Chamber of Commerce.	_____
9.2	Establish a Workplace Giving Program with actions such as offering an option for donations through payroll deductions and annual giving campaigns. Extra points for establishing Employee Matching Gifts - donations you make to match your employees' charitable contributions.	_____
9.3	Commit to charitable giving each year to local non-profits or your local Community Foundation.	_____
9.4	Buy local	_____
9.5	Establish a Volunteer Time-Off Policy that encourages employees to become involved in their communities, lending their voluntary support to programs that positively impact the quality of life within these communities.	_____
9.6	Plan for the future of your business or organization. Succession Planning	_____
9.7	ENGAGE TEACHERS, STUDENTS, AND PARENTS. Collaborate with schools and universities.	_____
9.8	Complete at least ## of the "Quick Steps for Building Community" actions.	_____
	For Businesses and Organizations with less than 50 employees, check COMPLETE for this section on page xx if you have achieved xx or more points. For Businesses and Organizations with 50 employees or more, check COMPLETE for this section on page xx if you have achieved xx or more points.	Total Points _____

Quick Steps for Building Community (see Criteria #9.6)		
-	Host a blood drive	
-	Voting	

10.0	Share Your Success	Points
10.1	Adopt a written environmental policy statement stating your business' commitment to operate as an eco-friendly business and some practices that your business is implementing as an eco-friendly business.	_____
10.2	Conduct an annual all staff presentation that reviews resource consumption (water, energy, paper etc.), solid and hazardous waste generation and highlights additional green business practices. Posting information online or on a bulletin board is acceptable.	_____
10.3	*Provide 3 ongoing incentives or training opportunities to encourage management and employee participation in the Petal Project. For example, incorporate green business into: a. Performance appraisals, job descriptions, training programs, employee orientations b. Staff meeting discussions c. Employee reference materials - Company newsletter or bulletins, Company suggestion and reward programs	_____
10.4	Inform your customers about your business' environmental efforts and what you are doing to meet the Petal Project standards. For example: Post the Petal Project logo, certification and policy statement in a visible location; incorporate "green" and environmentally friendly tips in your marketing materials; Offer tours that highlight your Petal Project successes; Offer customers "green" services or educational opportunities.	_____
10.5	Train new employees on green business procedures and practices implemented by your business through your company's employee handbook.	_____
10.6	Highlight your Petal Project efforts and/or certification on your website, and link to the Petal Project's home page.	_____
10.7	Organize a green team to ensure continued monitoring of Petal Project and other green practices.	_____
10.8	Participate in at least one community outreach activity each year to promote a more sustainable region. For example: Organize a team to participate in an environmentally focused service project; Adopt a roadway; Host an educational event that covers an environmental topic; Partner with a Green Vision School to host an event or organize a service project.	_____
10.9	Conduct on going education about recycling, composting, waste reduction, and other environmental topics. Document dates and methods (emails, meetings, lunch presentations, etc.).	_____
10.10	Complete at least ## of the "Quick Steps for Public Relations" actions.	_____
	For Businesses and Organizations with less than 50 employees, check COMPLETE for this section on page xx if you have achieved xx or more points. For Businesses and Organizations with 50 employees or more, check COMPLETE for this section on page xx if you have achieved xx or more points.	Total Points _____

Connect with Us.



Prosperity [eastern
i o w a]

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The
petal
Project 2.0

The logo for The Petal Project 2.0 features the word 'The' in a black, sans-serif font above the word 'petal' in a large, green, rounded, lowercase font. To the right of 'petal' is a stylized flower with five petals in orange, yellow, brown, red, and blue. Below 'petal' is the word 'Project' in a black, sans-serif font, followed by '2.0' in a large, green, rounded, lowercase font.