



**WILL COUNTY
LAND USE DEPARTMENT
RESOURCE RECOVERY & ENERGY DIVISION**
58 E. CLINTON STREET, SUITE 500 JOLIET, ILLINOIS 60432
815-727-8834

**AMERICA RECYCLES DAY
GREEN NON-PROFIT CONTEST
APPLICATION FOR CHANCE TO WIN A REFURBISHED IPAD2**



Organization Name:

Date: _____

Organization Website:

Address:

City:

State:

Zip:

Telephone:

Email:

Executive Director:

Telephone:

Name/Title Contact person:

Telephone:

Date of Incorporation:

Annual Budget for Current Year: \$

FEIN Number:

United Way funded? (please circle) Yes or No

Is this organization exempt under 501(c)3? (please circle) Yes or No (If no, explain)

Summarize the organization's mission: (2-4 sentences)

Geographic Service Area: (list cities within Will County, all of Will County, other counties?)

Staff Information: Total Full Time _____ Total Part-Time _____ Total Volunteers _____

Fund Distribution: Percent of Budget on Staff _____% Percent on Programs _____% Other _____%

Number of Computers: _____ Enclosed Square Feet: _____ Exterior Sq Feet: _____

Days & Hours of Operation:

Return to Will County via email or fax: info@willcountygren.com or 815-722-3410

ARD - GREEN NON-PROFIT CONTEST - APPLICATION FOR IPAD

Organization Name:

Please check off and list "green" practices currently adopted:

- Sleep mode is enabled on all copiers and all printers after five minutes or more of inactivity (saves 50% of energy)
- All computer users send print jobs to network copier/printers (reduces ink and saves energy)
- Motion detectors affixed to light controls 24/7 in areas like the kitchen, conference room, storage closets & bathrooms
- We set our thermostats at 68-70 degrees in the winter.
- We set thermostats at 73-75 or higher in the summer to reduce cooling needs.
- We encourage employees to wear layers, especially on casual days, to adjust thermostats to save energy
- Amount of ____% of building that is not temperature controlled (store room, warehouse, other)
- Some or all of our energy uses are from renewable energy (i.e. wind, solar, geothermal, etc.)

- We contract for recycling service (Please provide contractor name: _____)
- We have recycling bins with nearly every garbage container (desk side, kitchen, copy area, lobby, other)
- All unwanted office equipment and furniture is sold, sent for reuse or salvage
- We recycle ink jet and laser jet cartridges through our supplier or other program
- We recycle our CFLs and fluorescent lamps (as required by law) using a contracted service provider.
- We recycle electronic devices (as required by law)
- Appliances such as refrigerators, microwaves, stoves, dishwashers, dehumidifiers are recycled when replaced.
- We safely dispose of toxic substances, including batteries, copier toner, paints, motor oil, dyes, and solvents.
- We recycle plastic film (i.e. shrink wrap, plastic bags, etc.)
- We educate employees on recycling; designated areas for electronics, lights, cartridges, etc. (Annually, Signs, Other)
- We hold collections for employees for clothing, food pantries, books, or other _____)

- All of the sinks in our restrooms are motion controlled with low flow faucets.
- We have motion controlled and/or low flow faucets in the kitchen of our building.

- We reduce consumption by using both sides of all paper
- We set margins at 0.5 and use font size 11 to minimize paper use
- Staff is encouraged to read materials on-line and keep all printing to a minimum
- Staff places labels or stickers over old information on envelopes and files to reuse them.
- We have a designated area in our supply closet for sharing office supplies that can be reused (file folders, binders, pens, paper clips, etc.)

Please share other "Green" practices:

Please share how the iPad will benefit your organization (500 words or less):