



# Living Laudato Si' Sustainability Pilot 2019

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PARISH REPORTS



ARCHDIOCESE  
OF INDIANAPOLIS  
*The Church in Central and Southern Indiana*

**Archdiocese of Indianapolis Creation Care Commission  
Living Laudato Si’ Sustainability Pilot Program  
Holy Spirit Catholic Church  
7243 East 10<sup>th</sup> Street, Indianapolis, Indiana 46219**

## **Final Report**

### **Introduction**

The Creation Care Commission is a ministry of the Archdiocese of Indianapolis that is housed under Pastoral Ministries. The official mission of the Creation Care Commission is “to encourage and foster the care for God’s creation as a way of life and a core principle of our Catholic faith and to minimize the Archdiocese’ impact on the environment”. Its vision is this: that all parishioners will live environmentally-conscious lifestyles based on the values in Pope Francis’ encyclical *Laudato Si’* and, consequently, understand that creation care is a moral imperative. They are guided by the goals that everything the Archdiocese does is completed in an ethical and environmentally conscious manner, and that everything is done based on Catholic social teaching.

The inaugural sustainability program is comprised of a cohort of four parishes and one high school that are all in the same relative geographic area. These parishes and schools signed a covenant of commitment promising to cooperate with the Creation Care Commission over the ten-week pilot program and ensuing twelve-month implementation phase. Upon success of this pilot program, the Creation Care Commission will make recommendations for moving forward in expanding the sustainability program to other parishes and schools across the Archdiocese.

### **Facility Description**

Holy Spirit Catholic Church, established in 1946, is located at 7243 E 10<sup>th</sup> St on the east side of Indianapolis. They have around 2,000 families and around 400 students in attendance at the school. There are four buildings on the property: the church building, the school building, the parish center, and the rectory.

The HVAC system for the church consists of multiple units. The church has two rooftop units that provide chilled air and heating. The chapel and two vestibules each have a rooftop unit that does the same thing (however, one of the vestibule units is currently not working). The rectory has a forced air furnace and air conditioning unit. The main school building has boilers that provide heating to the VAV units in the classrooms. There’s a large AC unit on the west wall that also provides cooling during summer. The primary school building has a boiler/VAV system for heating the restrooms and classrooms; there is also a large heating and AC unit for supplemental heating and cooling. The daycare/garage/pre-k building has a forced air furnace and heat pumps, as well as a rooftop AC unit. The parish center has a boiler system that heats a hydronic baseboard heater system along with several unit heaters in the offices and kitchen areas. There’s a chilled water system in the parish center that is currently not functioning, so there are window units in some offices and kitchen areas for cooling. There’s a portable AC unit in the basement meeting room. There are also two rooftop units for cooling the offices and conference rooms on the second floor. Repairs have not been pursued due to cost and upcoming renovations that will be eliminating the chiller unit.

## **Pilot Self Evaluation**

Holy Spirit Catholic Church completed self-assessments in the following areas of operation: energy/building operations, waste management, outdoor space, and transportation. Below are key findings from each assessment.

Energy and Building Operations (see Appendix I): Most of the property has been updated to LED lighting. Blinds are used in most of the classrooms to shade the building. They are working on adjusting their unoccupied temperatures to the recommended energy-efficient guidelines. Some of the school equipment has been upgraded to energy-efficient models. None of the appliances are unplugged after use, and there isn’t signage reminding parishioners, staff, and students of good practices (such as turning lights off and unplugging appliances after use).

Waste Management (see Appendix III): At Holy Spirit Catholic Church, paper, plastic, and aluminum are recycled. Kitchen wastes (such as school lunches and special events) make up most of the waste that goes to the landfill or incinerator. It is estimated that 20% or more of the waste generated is compostable, but there are currently no composting efforts at the parish. Leftover food from events, however, gets donated to charity. Printers do have double-sided capability, but it is not promoted. There is no standardized signage for recycling bins on the property and no standardized signage reminding people of good practices. The parish rent recycling bins from Keep Indianapolis Beautiful every summer for their festival; recycling efforts for that event are led by volunteers.

Outdoor Space (see Appendix IV): The parish owns 10 acres, and about 40% of that is green space. There are garden areas with bushes, trees, and flowers. Grass is typically mowed weekly, and the clippings are mulched in the grounds. Leaves are mulched in the grass when possible, but are otherwise bagged and put in trash containers. The lawn is treated twice a year with crab grass preventer and weed control. No pesticides or fertilizers are used. Runoff runs to the storm drains. The athletic fields are grass, but neither the fields nor the lawn is watered. There is a vegetable garden on the property. Approximately 15 yards of mulch is purchased once a year from Tiffany Lawn and Garden Supply.

Transportation (see Appendix V): Of the 2,000 families that attend Holy Spirit Catholic Church, it is estimated that 99.9% of them drive to Mass and other church activities. While there are public bus stations near the parish, this system is rarely used. Around 80% of the students get picked up and dropped off at school by their parents, and the remaining 20% ride Warren school buses. There is also one bike rack on the property. Parents can wait up to 90 minutes to pick up their students after school. The pastor has his own vehicle; it is estimated that he drives around 6,000 miles per year. There are no other parish-owned vehicles.

## **Energy Audit Description**

Indianapolis Power and Light offers several free programs for their customers. The program utilized for this pilot program was the Small Business Direct Install Program. With this program, an energy assessment was scheduled. Installers made a site visit and conducted a free assessment to check the status of lighting in the building and check for ballast compatibility. During the assessment, they also installed complimentary LED products to ensure that savings started immediately. After the assessment, the participating location was given a rebate card so that future purchases would come with a discount. In addition to this initial visit, the Direct Install Program also offers installation of occupancy sensors through Godby. These appointments are

made around a month following the energy assessment, and installation of those sensors comes at no cost to the customer.

In the energy assessment at Holy Spirit Catholic Church (see Appendix II), 76 LED T8 replacement lamps were installed in two classrooms and in the concession area near the gym. One pre-rinse spray valve and three faucet aerators were installed in their kitchen area and staff lounge. For the future, IPL recommended that the parish install occupancy sensors to further save energy in their buildings.

### **Proposed 12-Month Sustainability Program**

Below is the action plan which was created in conjunction with stakeholders in Holy Spirit Catholic Church. An initial meeting was held to discuss goals and priorities in each area of assessment. In attendance for that discussion were members of the Creation Care team at the parish. The discussion notes were later reviewed by the Director of Finance and Facilities, as well as the Pastor.

In the energy category, a key focus is reducing energy use from appliances. As of the writing of this action plan, their building campaign is taking place; this means that they have the opportunity to push for sustainable changes. They want to focus on purchasing energy-efficient appliances and investigate the possibility of solar energy. They would also like to use smart power strips in office spaces.

In the waste management category, stakeholders want to eliminate the use of Styrofoam and other disposable utensils, plates, etc. for parish-wide events. They would also like to start composting from school lunches. Lastly, they hope to host an e-waste drive for the parish and surrounding area.

In the outdoor space category, composting is the biggest focus. They have a vegetable garden on the property, so composting bins would likely be placed near that. They are interested in using vermiculture to engage the students. They would also like to plant native landscaping on the property.

In the transportation category, stakeholders would like to focus on making their parish more “bike-friendly”. They want to invest in more bike racks for the property and host bike safety workshops to break through some of the barriers associated with riding bikes.

In the education category, stakeholders would like to increase awareness of sustainability. They want to host Laudato Si’ discussion groups which will explain both the science behind climate change and the Catholic Social Teaching on creation care. The Creation Care team wants to connect with the students in the school more to collaborate on projects and integrate sustainability into education at the parish.

Below is the complete 12-month Sustainability Program for Holy Spirit Catholic Church:

## I. Energy

Project	Cost	Timeline	Leaders	Ranking
Occupancy sensor installment	\$*			Good
Investigate solar energy options	\$\$\$			Best
Create standardized signage reminding people of good practices	\$			Good
Buy smart power strips	\$\$			Better
Invest in IPL Green Power Option	\$			Better
Maintain Portfolio Manager account	\$			Good

\*This installation is free through Godby as part of the IPL Small Business Direct Install Program

### Occupancy Sensors

This ensures that lights are only turned on when someone is occupying the space; eliminates the need for someone to be responsible for turning off the lights

### Solar Energy Options

Investing in solar energy directly reduces the amount of carbon emissions being placed in the atmosphere by sourcing energy from a renewable source.

### Standardized Signage

This will give people friendly reminders about good practices such as turning lights off when not in use and unplugging appliances when not in use. It successfully reinforces good behavior and reduces energy use from a behavior standpoint.

### Smart Power Strips

These reduce energy use by taking away “vampire energy” that often stems from appliances being plugged in even when not in use.

### IPL Green Power Option

This allows the parish to specify that part of their electricity be generated by a renewable source. Currently it costs \$0.0025 per kWh (in addition to standard IPL rates), and the source is Midwestern wind farms.

### Portfolio Manager

This is a free program through EPA’s Energy Star. It allows the parish to track their energy savings and compare themselves to other parishes with similar size/functions. It will allow them to track their progress in energy-reducing efforts.

## II. Water Use

Project	Cost	Timeline	Leaders	Ranking
Save water in rain barrels	\$			Good
Use “green” cleaning products	\$			Better
Install low-flow faucet aerators and showerheads	\$\$			Best
Install faucets with sensors	\$\$			Best

### Rain Barrel

This allows rainwater to be collected and used, rather than using city water or water from a well.

### “Green” Cleaning Products

Many modern cleaning products contain chemicals like phosphorus, which can harm water quality. Green cleaning products do not contain these chemicals.

### Low-Flow Aerators/Showerheads

This reduces the amount of water that is used when a sink or shower is being used.

### Faucets with Sensors

These faucets detect motion so that water is only used when needed.

## III. Waste Management

Project	Cost	Timeline	Leaders	Ranking
Eliminate use of Styrofoam products	\$\$			Better
Eliminate use of disposable utensils	\$\$			Best
Use reusable dishes in the kitchen	\$\$\$			Best
Create standardized bin signage	\$			Good
Start recycling program for batteries and e-waste	\$			Good
Host a technology	\$			Good

waste drive				
Start working with kitchen to compost	\$			Better
Start vermiculture composting	\$\$\$			Best
Buy materials made from recycled content	\$			Better

### Eliminate Styrofoam

Styrofoam cannot be recycled, so eliminating its use reduces the amount of waste heading directly into a landfill or to be burned in the city incinerator. This is also a problem because these products include toxins that are released when burned.

### Eliminate Disposable Utensils and Dishes

This involves replacing disposable, single-use plastic utensils and dishes with reusable dishes that can be washed. It reduces the amount of waste produced by the church.

### Reusable Dishes

Buying reusable dishes that can be used for mercy meals and other events reduces the amount of waste generated by the parish.

### Standardized Signage

This gives visual reminders of what should be recycled, which will drive behavior towards good recycling habits.

### E-Waste Recycling

This involves creating dedicated recycling for e-waste, such as toner cartridges and batteries. E-waste heavily contributes to contamination of soil and water resources. Creating a recycling program for this type of waste ensures that it is handled properly and diverted from the landfill.

### Technology Waste Drive

This will be a community-wide event which gives the parish and the community a chance to drop off their technology waste. If not recycled, this waste would otherwise likely end up in a landfill to contaminate the soil and water.

### Collect Compost

This involves collecting organic waste such as peels, grass, and leaves. Compost provides essential nutrients for plant growth and saves food waste and other organic waste from being directed to a landfill.

### Vermiculture

This is a low-maintenance method of composting that involves worms. Composting produces natural fertilizer and reduces the amount of waste going into a landfill. It's also a great way to engage students and teach them about organic farming practices.

### Buy Products Made from Recycled Content

Buying these type of products reduces waste and pollution by eliminating the need for more raw materials to be sourced.

#### IV. Outdoor Space

Project	Cost	Timeline	Leaders	Ranking
Plant native landscaping	\$\$			Better
Buy a rain barrel to harvest rainwater	\$			Good
Investigate options for rain garden	\$\$\$			Best
Plant a pollinator garden	\$\$			Best
Plant more trees	\$\$\$			Best

##### Native Landscaping

Native plants are adapted to the conditions of Indiana, so they require less water and less maintenance. They also provide a habitat for wildlife.

##### Rain Barrel

This allows rainwater to be collected and used, rather than using city water or water from a well.

##### Rain Garden

Rain gardens are a good way to divert water from draining into storm sewers. It also improves water quality.

##### Pollinator Garden

This provides a habitat and food for pollinators, which are vital to the cultivation of flowers, plants, and crops.

##### Plant Trees

Planting trees reduces the amount of stormwater runoff, provides natural cooling for nearby buildings, and removes carbon dioxide from the atmosphere.

#### V. Transportation

Project	Cost	Timeline	Leaders	Ranking
Start a “no idling” policy	\$			Better
Invest in more bike racks	\$\$			Better
Host workshops in bike safety	\$\$			Good
Activities involving students riding bikes	\$\$\$			Better
Encourage	\$			Best

carpooling				
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**“No Idling” Policy**

This involves parents shutting off their car while waiting in line to pick up their students from school. It cuts down on vehicle-related emissions.

**Bike Racks**

This would provide more access for students and parishioners to park their bikes, and would encourage them to ride their bike to school or church.

**Bike Safety Workshops**

This provides the opportunity for students to learn about proper bike safety and would encourage them to ride bikes more.

**Bike Activities**

This could be anything from having a group-ride to taking a field trip where students ride bikes. It would encourage them to keep doing so as part of their daily life.

**Encourage Carpooling**

This reduces the amount of vehicles being driven every day, which in turn reduces the amount of vehicle-associated emissions.

**VI. Purchasing**

<b>Project</b>	<b>Cost</b>	<b>Timeline</b>	<b>Leaders</b>	<b>Ranking</b>
Take inventory of all products purchased within the parish	\$			Good
Create a green purchasing policy and implement it	\$\$			Best
Buy local goods/services	\$			Best

**Inventory**

This involves taking an inventory of all goods and services that the parish purchases, as well as the source of those goods and services. This will allow the parish to see what they could potentially switch.

**Green Purchasing Policy**

A green purchasing policy states that products purchased will be less damaging to human health and the environment than competitors’ products.

**Buy Local**

This means resourcing goods and services to buy from local sources. It will cut down on vehicle-associated emissions and also help support the local economy.

## VII. Education

Project	Cost	Timeline	Leaders	Ranking
Start Laudato Si’ discussions	\$			Best
Host recycling workshops for parishioners, students, staff	\$			Better
Monarch butterflies in the classroom	\$\$			Good
Have students conduct a food waste audit to teach about food waste	\$\$			Better
Calculate carbon footprint before and after program	\$			Best

### Laudato Si’ Discussions

This will provide an opportunity for parishioners to understand the importance of creation care, and will help with buy-in for the program.

### Recycling Workshops

This will educate parishioners on issues such as what can/can’t be recycled, where to take recycling, etc. It will increase recycling and decrease amount of waste being dumped into a landfill.

### Monarch Butterflies

This is a good opportunity to teach students about not only the life cycle of butterflies, but also about the importance of pollinators for our ecosystems.

### Food Waste Audit

This is a good opportunity to raise awareness for the issue of food waste and decrease the amount of food being dumped into a landfill. It is also a way to engage students.

### Carbon Footprint

This involves the parish looking at all their emission-generating activities and calculating a “footprint” for their operations. This is another way for them to get a baseline so that they can track their progress and compare their footprint at the beginning and end of the program.

## Conclusions

Overall, Holy Spirit is currently at a moderate status. They have completed LED updates in most of their buildings. They have taken the initiative to start recycling at their annual summer festival. They have a vegetable garden which is maintained using organic gardening practices. The rest of the landscaping is also maintained using organic practices. They have a functioning Creation Care team that is eager to increase sustainability efforts and involve the school in those efforts as well. With their upcoming building campaign, Holy Spirit Catholic Church has the opportunity to make changes in their building such as investing in energy-efficient appliances and switching to reusable dishes to eliminate use of disposable goods.

Key elements of their action plan include investigating the possibility of solar energy, vermiculture, and native landscaping. The Creation Care team has taken an interest in looking at options for solar energy. Vermiculture is a good way to connect the school kids with the process of composting and organic gardening, while also reducing the amount of organic waste that ends up in the landfill or incinerator. The property has a lot of green space, so there is plenty of room to plant a rain garden or pollinator garden with native landscaping. Educating staff at the beginning of the school year will be crucial to increasing buy-in from the school. Educating parishioners and actively partaking in the Season of Creation activities will help engage the parish at large.

### Attachments:

- Appendix I Energy Assessment
- Appendix II IPL Report
- Appendix III Waste Management Assessment
- Appendix IV Outdoor Space Assessment
- Appendix V Transportation Assessment

## Appendix I

### Energy Assessment

Date: 05/30/19

#### Lighting

Are lights turned off when daylight is bright enough?	No, lights usually stay on
Has there been an effort to use energy-efficient light bulbs when incandescent bulbs burn out?	Mostly switched to LED in parish center and school - Some not completed in parish center
Are lights/lamps/fixtures clean?	Yes
Are blinds/curtains used to shade the building(s)? Are they closed at night?	Yes, most classrooms
Are external lights kept on in the daytime?	No
Are the lights turned off at night?	Most are off, but some are kept on in the school
Are gym lights turned off when not in use?	Yes (motion sensor)
How do you adjust classroom/hallway/kitchen spaces for breaks/holidays?	
Is there signage reminding staff to turn off lights when not in use?	No

Additional Comments: most of the bathrooms have motion sensors

#### Heating/Cooling

Do off-hour activities extend operating hours for energy-using systems?	
Is natural cooling (outside air) utilized?	No (discouraged from doing so)
Are there any guidelines on indoor temperature use? How do you handle the thermostats on a day-to-day basis? Where are they located? Are they vulnerable to occupant adjustment? What are the settings for heating and cooling season? Is it adjusted for unoccupied periods?	Working on: Winter 68 (occupied) and 60 (unoccupied) Summer 72 (occupied) and 80 (unoccupied)
What's the maintenance schedule for the HVAC systems?	Twice a year (fall and spring) Checked for filters at least quarterly
Is heating/AC used in unoccupied spaces?	Yes
Are radiators blocked by furniture or other things which can restrict circulation?	No
Are electric space heaters used anywhere?	Generally not allowed, but some people do
Is the exhaust system operation programmed?	
Is there any sort of maintenance routine for checking leaks/cracks in pipes?	
Are boilers maintained on a scheduled basis?	Yes; Two in PC (boiler room, lower level, heat basement and first floor); Three in school, one in church

Is there insulation on the roof space?	Yes
Are there any cracked windows?	No
Is there evidence of issues with double glazing in windows (moisture between panes)?	No
Do the windows/doors stay closed when heat/AC is on?	Yes
Could the building reduce heat by closing blinds or using reflective film in windows?	Yes
Is AC run at the same time as heating?	No
Does the chiller operate during cold weather to provide AC?	Sometimes
Do multiple AC compressors start simultaneously?	No
Do multiple boilers/heaters fire simultaneously?	No

### Water

Are there evident water leaks/drips?	No
Are water temperatures reduced during unoccupied periods?	
What is the hot water temperature set at?	
Are water fountains on a timer?	
Are there devices in place to conserve heated water?	

### Equipment

Is equipment kept on “energy saving” mode during the day?	Yes (main, central ones)
Can computers be switched off during the day?	No
Are the computer, fax machines, photocopiers, etc turned off at night?	Copiers go off automatically; computers stay on
Can a 7-day timer be put on some of the equipment (water coolers, vending machines, photocopiers)?	Yes, not used
Do vending machines remain energized during unoccupied periods?	Coke machine in school, not programmed
Are fridges placed next to heat sources?	No
Is the fridge thermostat working properly and set to the right temp?	8 total, set properly; bring in more refrigerators for summer festival
Are icemakers turned off?	Not many have working icemakers
Are microwaves, coffee machines, etc. unplugged after use?	Never
Are any of the appliances upgraded to energy-efficient models?	School equipment; some fridges may need replaced
Is there signage informing staff of these energy-saving strategies?	No

Additional Comments: iPad carts (at least 100), around 50 computers in school

## Appendix II

### IPL Report

Holy Spirit Church  
7243 E 10TH ST  
INDIANAPOLIS, IN, 46219

#### IPL - SMALL BUSINESS DIRECT INSTALL



Holy Spirit Church  
7243 E 10TH ST  
INDIANAPOLIS, IN, 46219

#### ENERGY ASSESSMENT REPORT FOR YOUR BUSINESS

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##### Holy Spirit Church

PREPARED FOR	PREPARED BY
Alicia Nygra Holy Spirit Church 7243 E 10TH ST INDIANAPOLIS, IN, 46219	Charles Byres IPL Small Business Direct Install Program  888.982.7071

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Congratulations! By requesting this Energy Assessment, you've taken an important step towards improving your building's energy efficiency and managing your energy use. Effective energy management can result in lower electricity consumption, reduced operating costs, and increased reliability of building systems.

Holy Spirit Church  
7243 E 10TH ST  
INDIANAPOLIS, IN, 46219

## DIRECT INSTALL PROJECT SAVINGS SUMMARY

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During your assessment, energy efficient products were installed to help you start saving energy today. The table below summarizes your efficiency project including efficient equipment, estimated energy savings, and energy cost savings.

Equipment Installed	Quantity	Installed Product Value (\$)	Estimated Energy Savings (kWh)*
Pre-Rinse Spray Valves	1	\$75	7629
Faucet Aerators	3	\$24	424
LED T8 Replacement Lamps	76	\$1140	5998

These savings are just the start of your potential energy management opportunities.

## NEXT STEPS

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In the following report, you will find a summary of additional energy saving recommended for your business. For each recommendation, we provide estimates for potential energy savings, energy cost savings, and incentives available through the IPL Small Business Direct Install Program.

Moving forward with these recommendations can save additional energy and improve your business's bottom line. With project incentives and program support, starting your next energy saving project is easy.

Ready to start saving? Work with your contractor to find the project mix that works best for you and find out how the IPL Business Energy Incentives Program can help.

Please visit [IPLpower.com/business\\_energy\\_incentives/](http://IPLpower.com/business_energy_incentives/) or contact us at 888.982.7071 with any questions.

Holy Spirit Church  
7243 E 10TH ST  
INDIANAPOLIS, IN, 46219

## IPL - SMALL BUSINESS DIRECT INSTALL

### Energy Efficiency Opportunity Assessment Report

Based on an analysis of your building's existing equipment we recommend completing the following energy efficiency projects. For each recommendation, we've estimated the cost after incentives, energy savings, and simple payback after program incentives. These estimates will help you plan for and complete your next efficiency project.

#### RECOMMENDED ENERGY EFFICIENCY PROJECTS

Recommended Equipment	Efficient Equipment Type	Quantity	Estimated Cost After Incentives (\$)	Estimated Energy Savings (kWh)	Simple Payback After Incentives (Years)
LED Lighting Controls	Lighting	10.00	717	888	8.1

#### Lighting

LEDs are a highly efficient lighting technology that can significantly reduce your energy costs. LEDs are long lasting, which can help reduce maintenance costs compared to traditional lighting systems with lamps and ballasts. Additionally, LEDs are typically compatible with lighting controls, such as Occupancy Sensors and Daylighting Controls. Adding lighting controls to your LED project will help further reduce energy use and operating costs.

To qualify for rebates, LED screw-in lamps need to be ENERGY STAR listed, and LED tubes and fixtures need to be listed on the DesignLights Consortium's Qualified Product List. Please confirm the current program guidelines for complete eligibility requirements before purchasing your LEDs.

## PROGRAM RESOURCES AND DISCLAIMER

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### Contact Information:

IPL - SMALL BUSINESS DIRECT INSTALL

Phone: 888.982.7071

Email: [info@IPLrebates.com](mailto:info@IPLrebates.com)

Please visit [IPLpower.com/business\\_energy\\_incentives/](http://IPLpower.com/business_energy_incentives/) for current rebate offerings or additional information on project requirements and terms of program participation.

The report recommendations provided are based on responses to a survey on building systems, equipment, and occupancy completed by a site representative. Estimated energy savings, energy costs savings, and recommended project costs are based on average program values. Project costs, savings, rebates, and paybacks are not guaranteed. Program offerings, availability, and rebate levels are subject to change at any time.

IPL reserves the right to change elements of the program without notice.

## Appendix III

### Waste Management Assessment

Date: 06/04/19

#### General Questions

Check major waste generating activities.  Make a star next to the ones that generate the most waste.	<input type="checkbox"/> Office supplies <input type="checkbox"/> * Kitchen wastes (school lunches, Sunday mass, special events) <input type="checkbox"/> Landscaping (yard clippings) <input type="checkbox"/> Shipping containers (cardboard) <input type="checkbox"/> Others (please explain):
How many times does waste get collected each week?	5 days per week
How much waste do you generate each week that is placed in a dumpster? (How many dumpsters are full?)	5 generally full 8 cu. Yards
Have you mapped where bins and dumpsters are located?	No
What is the current waste handling cost?	\$800-\$1000 for recycling and waste
How is waste handled that's generated by the rectory?	City trash pick up
What do employees typically do for lunch?	Bring their own or go pick up fast food
Are there vending/soda machines anywhere? How many?	1 in the school
Is e-mail encouraged (rather than printing out paper)?	No
Do printers have double-sided capabilities? If so, do you encourage double-sided copies?	Yes, but no
Do you buy paper/office supplies made from recycled content?	No
What's the process for determining the need for office supplies?	Employees notify secretary
How much of the waste generated in a week would you estimate is compostable? How much is actually composted?	Possibly 20 percent and none is composted currently
Does leftover food get donated to charities?	Yes
Do you have composting capability on-site?	Yes
Do you reuse or repurpose anything? Explain.	Boxes are reused if possible
Are there any unused items (furniture, equipment, etc) being stored in the building that could be reused?	No
How much recycled material do you estimate is generated each week?	1 dumpster, and yes it is picked up weekly, from a recycled bin
How much is actually recycled?	
Is there a recycling program in place? If yes, how often does recycling get collected?	See above

How many recycling bins are there? Where are they located?	1 recycling bin in between school buildings, there is also a paper recycling in main parking lot
Please provide details of any waste reduction/recycling efforts (including special events, festivals, sporting events, etc).	At festival we rent 24 recycling bins from KIB and recycle whatever we can
What percentage of your parishioners (or students, faculty, staff) do you estimate recycles their waste at home?	20 percent
Are there dedicated recycling bins for batteries and toner cartridges?	No
Is there standardized bin signage for recycling/trash bins?	No, we need help with that, it is confusing
Are there posters/other materials reminding users of good recycling practices?	No
What materials would you prioritize if a recycling program was in place?	Composting from school lunches

*Please list any major festivals or other events that your parish/school hosts. For each of these events, please describe: major activities at the event; what is purchased or consumed at the event; and how waste is handled at the event, including any recycling efforts.*

Festival, lots of paper products and food products. We have separate waste and recycle bins around property during event and trash and recycling is pulled constantly by the trash and recycling volunteers. We do not compost.

### Waste Audit

Recyclable items	Is this in your trash?	What Percentage?
Paper (e.g., office paper, mail, magazines, shredded paper, file folders, packing paper)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Paper boxes (e.g. cereal, cookie and cracker boxes, supplies and electronics boxes)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Cardboard	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Plastic bottles, jugs, cups, food containers (clean), packaging	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Metal cans and pans (rinsed) from food and beverages	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Cartons (milk and broth cartons, juice boxes)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Glass bottles and jars from food and beverages	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Organic material (food scraps, napkins)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

## Appendix IV

### Outdoor Space Assessment

Date: 06/17/29

How many acres does the parish own?	10
Estimate the percentage of that land that is non-hard surface (no parking lots or buildings).	40
Describe the landscaping on the property.	grass in fields and front yard. Garden areas around campus with bushes, trees, flowers
How many trees are planted on the property? What types of trees are they?	15, pines, maples and birch
Are there flowers planted on the property?	yes
Are there any ponds, lakes, or natural springs on the property?	no
How often is grass typically mowed?	weekly
How are grass clippings handled?	mulched in grounds
How is other outdoor waste (leaves, sticks, etc) handled?	Leaves are mulched in grass when possible, sticks and other leaves put in trash container
Is the lawn treated? How often and with what kind of materials?	lawn is treated twice a year with crab grass preventer and weed control
Are pesticides/fertilizers used anywhere? If yes, please explain the kind of chemical used and how it is used on the property.	Chemicals are discouraged since we are a school.
Are there any native plants on the property? If so, describe the type of plant and where they are located.	not sure about this
Is the lawn watered? If so, how often?	no
Are the athletic fields watered? How often?	no
What is the source of water used for irrigation?	n/a
Is rainwater harvested and used for irrigation?	no
How is roof water directed?	through drainage pipes then to street drains
How is runoff handled from the property? (drainage to stormsewers, retention/detention ponds, raingardens, etc)	drainage to stormsewers
Are there sump pumps from the basements to discharge water, keeping the basement dry?	yes
What time of day is the property watered?	N/a
Is there a sprinkler system in place? If so, is there a timer or quick shut-off valves on the system?	no
Is there a vegetable garden on the property?	yes
Is mulch used on the property? How much is purchased and how often is it purchased? What is the source of the mulch?	yes, 15 yards per year, Tiffany's
Are the athletic fields grass or turf?	grass

## Appendix V

### Transportation Assessment

Date: 06/19/19

#### Parish

How many families attend your parish?	2000
What percentage of parishioners do you estimate drive to Mass and other church events?	99.9
How many do you estimate carpool?	1%
What percentage of parishioners do you estimate walk/bike to Mass and other church events?	.01%
Are there public bus stations near your parish? How many?	yes
Are there bike racks around the church building? How many?	yes
What's the farthest distance anyone has to travel to church?	30 miles
Is there a vehicle for the parish priest?	no
Are any of the church vehicles hybrid/electric?	no
How many miles do priest/church vehicles drive in a week? In a year?	115 per week, 6000 per year, but in their own vehicles. We reimburse mileage

Additional Comments:

#### School

How many employees and students drive to work/school on a daily basis?	100% 408 students, 72 employees avg during school year
What's the longest distance a student/family drives to school?	30 miles
What percentage of students get picked-up/dropped-off at school by their parents?	80%
What time is pick-up for students? How long do parents typically wait in line to pick up their kids?	2:45 pm, parents wait up to 90 minutes.
What percentage of students walk/ride their bike to school?	about 2 percent
Do you have school buses? How many? What percentage of students are eligible for bus services?	20 % ride Warren School buses.
What percentage of students take the bus to school?	20%
How many days in a week are the school buses used? How many days in a year?	We do not own them
Are there bike racks on your property? How many?	One bike rack for about 6 bikes
How many students drive to school?	none

Do students carpool? Is there an incentive to carpool?	n/a
Do students pay for parking passes?	n/a
Are there any other vehicles owned by the parish/school? Please list them and explain what their use(s) is/are.	no

Additional Comments: We do let a parishioner park a truck 9 months a year on our campus. We use it sometimes and we pay insurance.