

Part 1: Sustained Excellence Award Application Energy Management – Commercial Buildings

The simple
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About the Award

Energy efficiency remains a critical strategy in the fight against climate change. The ENERGY STAR Sustained Excellence award acknowledges sustained superior energy efficiency and accomplishments in the decarbonization of buildings and plants. **ONLY** applicants awarded Sustained Excellence in 2021 and/or 2022 should complete this application. If your organization has not been awarded Sustained Excellence for Energy Management in either of the past two years, please download and complete the *Partner of the Year – Energy Management Award Application* instead.

Eligibility:

ENERGY STAR commercial building partners (including institutional building partners) awarded *Sustained Excellence* in 2021 or 2022. Please review the General Instructions before completing this part of your application. **NOTE:** There is a separate application for ENERGY STAR Industrial (Manufacturing) partners.

Description:

This award recognizes businesses and organizations that demonstrate their commitment to environmental protection through a foundation of superior energy management in partnership with ENERGY STAR as well as advancement of decarbonization goals, strategies, and best practices. Winning applications must clearly show the organizations' commitment to and success in maintaining their superior energy management using ENERGY STAR tools and resources, while demonstrating thought leadership and progress on further decarbonization of their portfolios.

Criteria:

Sustained Excellence in the ENERGY STAR program entails active involvement as a partner, portfolio-wide top performance in energy efficiency, and the continued growth and innovation of energy efficiency and decarbonization practices. The 2023 ENERGY STAR Awards are based on work completed and savings demonstrated **during the past 12 months**. Selected accomplishments outside of this time period may be mentioned for reference in your application to demonstrate continuous improvement but will not be considered as evidence of meeting award requirements in 2022. Applications will be evaluated on:

- Demonstration of leadership, including active engagement and promotion of the ENERGY STAR partnership, actions that improved and strengthened the energy program, and quality, quantity, and impact of communication efforts.
- Sustained or improved energy performance.
- Demonstration of advancements made toward organization-wide decarbonization.

2023 ENERGY STAR® Awards

OMB Control No. 2060-0347

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Materials:

Be aware that EPA will refer to material in applications in its promotion of winners' achievements. Please do not include confidential data in an application. **Applications citing or including confidential business information will NOT be evaluated.**

PART 1: Award Accomplishments Document *(use the following information to create a Word or PDF file)*

Accomplishments Narrative (Part 1):

Part 1 of the award application consists of four sections which form the accomplishments narrative:

Section 1 – ENERGY STAR Participation at a Glance (*does not count toward page limit*)

Section 2 – Advancing Energy Efficiency

Section 3 – Advancing ENERGY STAR

Section 4 – Advancing Decarbonization

The application must be no longer than **five pages** (not including Section 1 or supporting files) and use a minimum of 12-point black font. Margins must be no less than 1 inch on all sides. Pages that exceed these limits will not be evaluated.

Supporting Files (Part 2):

Applicants are encouraged to submit electronic copies of supplemental materials that support the application if these are clearly referenced within the narrative. Supplemental materials will not count toward the five-page narrative limit, but **must be directly relevant to energy management, your application, and/or ENERGY STAR**. Each applicant must submit at least one item in **PART 2: Supporting Materials**. (*required*).

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Section 1 – ENERGY STAR Participation at a Glance

Please **complete the following table** to quantify your activity in key ENERGY STAR initiatives. All values entered should be for the past twelve months through the date of application submittal. A number or N/A must be entered in all fields; **do not leave any fields blank**.

(Note: Cut and paste this table into your accomplishments narrative for editing. The table does not count toward the page limit.)

Building Portfolio	Response
Number of buildings owned/managed/occupied	
Number of new buildings constructed	
What percentage of your total property portfolio in the United States is benchmarked in Portfolio Manager? (If your response is less than 100%, please provide an explanation in your narrative.)	
How many office spaces does <u>your organization occupy</u> in the United States in multi-tenant buildings?	
Benchmarking in the past 12 months	Response
Portfolio Manager Benchmarking	
– Energy (# of buildings, scored or unscored)	
– Water (# of buildings)	
– Waste (# of buildings)	
Other Benchmarking (explain)	
ENERGY STAR Recognition in the past 12 months	Response
Total Number of ENERGY STAR Building Certifications	
– First-time	
– Re-certified	
Designed to Earn the ENERGY STAR (for new construction)	
ENERGY STAR Tenant Space (for your organization’s leased offices)	

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Section 2 – Advancing Energy Efficiency

Improving energy efficiency is critical to reducing carbon dioxide emissions and protecting the climate, and represents a large opportunity across the built environment. For example, a recent study estimates that the U.S. industrial sector has the potential to reduce its carbon dioxide emissions by 86% in 2050, with 34% of that reduction coming from energy efficiency measures (Worrell, Boyd, 2022). Similarly large opportunities exist in the commercial buildings sector.

In this section, **describe the top three initiatives implemented by your organization in the past 12 months which were aimed specifically at improving the energy efficiency of your buildings.** Any initiative that improved energy performance can be highlighted, but you should focus on those that were either particularly innovative and/or had the most significant impacts. Examples might include, but are not limited to:

- Investments in equipment, infrastructure, and people that resulted (or will result) in measured improvements in energy performance.
- New operations and maintenance approaches.
- Research/development/pilot projects focusing on innovative new approaches to energy efficiency.
- Establishment of a capital fund dedicated to energy efficiency initiatives.
- Successful engagement of other organizations (e.g., supply chain companies, customers, industries, etc.) to drive improvements in energy performance.
- If applicable, how you've incorporated energy equity and environmental justice considerations into your energy program.
- Etc.

Energy Performance Results

- **All commercial building partners must copy and paste the summary table from the POY Report from Portfolio Manager in this section to show organization-wide performance.** This POY Report must be generated for the period ending August 2022 or later. Additional guidance for generating this report can be found at www.energystar.gov/awards.
- It is helpful to EPA to understand changes in business activity that may have impacted energy use in the past 12-month period. Provide an explanation when appropriate.

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Section 3 – Advancing ENERGY STAR

ENERGY STAR promotes energy efficiency as a critical resource that supports organizational performance, environmental protection, and consumer cost savings. ENERGY STAR partners are expected to aid in promoting the program to audiences that stand to benefit from ENERGY STAR resources.

Describe, in approximately 1-2 paragraphs each, your 3 most notable communications initiatives undertaken in the past 12 months related to promoting ENERGY STAR as a resource for improving energy performance in your organization, or among your stakeholders and/or community.

- At least one of the initiatives must be focused on external audiences, such as the general public, customers, visitors, shareholders, etc.
- All initiatives should heavily integrate ENERGY STAR messaging and leverage the ENERGY STAR brand.
- If applicable, please describe any initiatives you've undertaken to identify and promote energy equity and environmental justice best practices

Propose a webinar your organization could present to ENERGY STAR stakeholders to support dissemination of energy management best practices. Each year, EPA hosts a Partner of the Year Award winner webinar series which highlights the best practices, lessons learned, and innovations of a select group of award winners. All applicants must propose at least one webinar title, possible speaker(s) and titles, and a short description of a webinar your organization would be willing to deliver in 2023 if requested. EPA will select approximately 5-10 to deliver in 2023 from those submitted by all award winners. If your webinar is selected, EPA will work with your organization to refine and finalize the webinar content, timing, and participants.

Section 4 – Advancing Decarbonization

Describe your organization's decarbonization strategy. Make sure to include:

- The stage of implementation (i.e., implemented, developing, early stage or under study) along with supporting information about your decarbonization progress.
- How energy efficiency fits in among other strategic opportunities such as electrification, increased use of renewables, and other approaches to decarbonization that your organization may be taking.
- If applicable, how you've incorporated equity and environmental justice considerations into your decarbonization strategy.
- Key decarbonization efforts undertaken in 2022 that are separate from actions described in Section 2.

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Prepare/Gather Documents for Upload

PART 1: Accomplishments Document (in Word or PDF)

PART 2: Supporting Materials (at least one required, [as described](#) in the Application Instructions above)

PART 3: Organization's High-Resolution Logo (required)

ENERGY STAR® is the government-backed symbol for energy efficiency, providing simple, credible, and unbiased information that consumers and businesses rely on to make well-informed decisions.

The public reporting and recordkeeping burden for this collection of information is estimated to average 8 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques, to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C., 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.