

Actions	Sub-Actions	Submission Requirements	Action Type	Points	CLD Eligible
1. Inclusive and Equitable Community Impacts					
1.1 Optimize for Equity	1.1.1 - Complete the Sustainable CT Equity Toolkit in its entirety for any Sustainable CT action of your choice. You must have completed the Equity Toolkit process in the last three years to be eligible for points.	Apply the Sustainable CT Equity Toolkit to one or more actions in your submission and submit a narrative that includes the submission requirements outlined on page 13. You must also submit for the new action(s) to which the Toolkit was applied.	Implementation Projects	10 points per Toolkit, up to 50 points	Yes - To count towards the Climate Leader Designation, your equity toolkits must be applied to an action on this list.
1.2 Participate in Equity Training	1.2.1 Have a cohort from your town of at least three people, including one elected official (from Board of Selectmen, Board of Aldermen, Common Council, Town Council, or other governing body that represents the municipal executive branch; the Board of Education and the Board of finance are not included), one higher level municipal staff member (management and/or director-level), and one resident serving on your sustainability team or on a relevant municipal committee/commission collectively attend a series of Sustainable CT-provided trainings on equity. Your municipal cohort must have completed this training within the last three years.	The name and title of each person who attended the trainings and the dates the trainings were held.	Events, Meetings, Trainings	10 points	N/A
1.2 Participate in Equity Training	1.2.2 Host equity training for municipal staff (municipal staff and/or Board of Education employees) and/or elected municipal officials. The training must be "live" (whether in person or virtual). Your municipal staff must have completed this training within the last three years.	The name and date of the training, the training entity, and a description of what was covered (for example, submit a few sentences or a copy of the agenda). Please also submit the number of attendees and the municipal departments represented.	Events, Meetings, Trainings	5 points	N/A
1.3 Develop and Adopt a Statement on Equity	1.3.1 Develop, adopt (through municipal governing body and/or board of selectmen), and publicly share a statement on your community's shared vision for equity. Forming a committee to address equity issues is insufficient on its own to earn points under this action	Your town's equity statement, the date it was adopted by the municipal governing body or board of education, and documentation of the equity statement's adoption (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification)	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A
2. Thriving Local Economies					
2.1 Support Redevelopment of Brownfield Sites	2.1.1 - Create a municipal or regional brownfields inventory. For an additional 5 points, create a map of the brownfield sites within your community, either by marking up an existing municipal map manually, or by using an electronic Geographic Information System (GIS) base map.	The completed brownfield inventory in the format provided in this template. Optional: a map of brownfield sites listed in the inventory. For maps available online, please provide a hyperlink and a screenshot of the relevant webpage(s). If your inventory was created more than three years ago, include a brief description of how the inventory is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 - 15 points	N/A
2.1 Support Redevelopment of Brownfield Sites	2.1.2 - For communities with at least 10 brownfield sites, engage the community to prioritize brownfield sites for redevelopment.	The list of priority sites and the dates of the community planning meeting(s) or workshop(s) held. If the community engagement process to prioritize brownfield sites took place more than three years ago, include a brief description of how the priority sites list is still relevant and used by your municipality.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A
2.1 Support Redevelopment of Brownfield Sites	2.1.3 - Prepare and submit a grant proposal for site assessment or clean-up. The grant must have been prepared and submitted within the last three years.	A copy of the verification of submission of the grant proposal, including the date of submission. Please also indicate in your submission whether the grant proposal is pending, or if a decision was rendered, whether or not the submission was funded.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A
2.1 Support Redevelopment of Brownfield Sites	2.1.4 - Conduct additional analysis on one or more priority sites. Have a licensed environmental professional complete at least one of the following: conduct a Phase I or Phase II environmental assessment, create a remedial action plan, market analysis report, land use analysis or study, end usage report and/or a remediation report.	The assessments, plans and/or reports outlined above for which points are being sought for one or more priority sites, ideally incorporating photographs. If the assessments were completed more than three years ago, include a brief description of how they are still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 - 20 points	N/A

Notes from Sustainable CT:

This action is required. 1 toolkit for Bronze, 3 for Silver, and 4 for Gold. Please email us if you'd like to work with an equity coach. Equity toolkits are the only action that can be pre-approved before certification!

Link to Sustainable CT equity training:
<https://sustainablect.org/support-for-your-town/equitysupport>

2.1 Support Redevelopment of Brownfield Sites	2.1.5 - Hold a process of public engagement to identify potential reuse options that are connected to broader community vision and revitalization priorities. The public engagement event(s) must have taken place in the last three years.	A list of reuse options, which may be general to any brownfield site or specific to one or more brownfield sites; a brief overview of the public engagement strategies (suggested 5 sentences maximum), including target populations (if any); dates of events; and at least one example of educational materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
2.1 Support Redevelopment of Brownfield Sites	2.1.6 - Communicate and actively market brownfield redevelopment opportunities.	A hyperlink and a screenshot of the relevant webpage(s) of any redevelopment opportunities for your municipality's brownfield site(s) posted online. Optional: if applicable, also submit at least one example of printed materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A
2.1 Support Redevelopment of Brownfield Sites	2.1.7 - Remediate a brownfield site and redevelop the site for housing, recreation, commercial development, government, or other productive uses. The brownfield remediation and redevelopment must have been completed within the last three years.	A brief summary of project, including dates of work and project completion; discussion of your municipality's role; at least one photograph of the redeveloped site.	Implementation Projects	15 points	N/A
2.2 Implement Sustainable Purchasing	2.2.1 - Have at least one municipal representative (includes municipal elected official and/or staff members and/or commission members participate in a sustainable procurement training. The training must have taken place in the last three years.	The name(s) and title(s) of the individual(s) who attended the training, date of attendance, the organization that provided the training, and an agenda or brief description of the content covered.	Events, Meetings, Trainings	5 points	N/A
2.2 Implement Sustainable Purchasing	2.2.2 - By municipal resolution or ordinance, adopt a sustainable purchasing policy, distribute the newly adopted policy to relevant department or division heads, publish the policy to the municipal website, and communicate the policy to relevant suppliers and vendors. At a minimum, the policy should address at least two social impact areas and four additional environmental impact areas (see website).	A copy of the sustainable purchasing policy formally adopted by your governing body; documentation that the policy has been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification) and a completed worksheet 1.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A
2.2 Implement Sustainable Purchasing	2.2.3 - Implement your municipality's sustainable purchasing policy.	An estimate of the percentage of your municipal budget used to purchase sustainable goods and services, using data no more than three years old, and a brief narrative description of which goods and services are sustainably purchased; which social and environmental impact areas in your sustainable purchasing policy are impacted.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	15 points	N/A
2.2 Implement Sustainable Purchasing	2.2.4 - Develop and maintain an up-to-date vendor list to use for requests for quotations, small purchases where no quotes are required, requests for proposals, and other purchasing opportunities.	The vendor list, including an explanation of the special designations incorporated into the list. If the list is more than three years old, provide a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
2.3 Inventory and Promote Local Products and Services	2.3.1 - Develop and meaningfully distribute a user-friendly inventory of local businesses. a. The inventory must include the name and location of each business in list form. Optional: For an additional 5 points, create a map of the businesses, either by marking up an existing municipal map manually, or by using an electronic Geographic Information System (GIS) base map. This map must be submitted with the completed inventory and may not be submitted alone. b. Incorporate special designations in the inventory	Your inventory, a screenshot of the webpage on which the inventory is posted, and if applicable, a statement about which designation(s) your inventory incorporates. If your inventory was created more than three years ago, include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 - 25 points	N/A
2.3 Inventory and Promote Local Products and Services	2.3.2 - Develop, implement and maintain an ongoing "buy local" campaign. The campaign may be ongoing or long-term, but at least one campaign outreach initiative or event must have taken place in the last three years.	Your completed "buy local" campaign discussion worksheet and at least one example of materials disseminated (flyers, articles, letters, newsletters, PowerPoint presentations for stakeholders, website links or other digital communications).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A

The following training can be watched to earn points for this action:
<https://www.youtube.com/watch?v=5R8xCkEWSeU>

[Fantastic Business inventory!](#)
[Resource & Business Directory • Ledyard • CivicEngage](#)

Any type of "buy local" campaign can earn credit here:
https://www.facebook.com/ledyardctdems/videos/shop-local-and-support-ledyard-businessesledyardcentered-bettervisionforledyard-1013649700579239/?_rdr

2.4 Provide Resources and Supports to Local Businesses	2.4.1 - Host or support a business roundtable and/or event with municipal officials and staff to support dialogue on topics including but not limited to the needs and opportunities to build and expand business development in the community. The roundtable must have taken place in the last three years.	A completed worksheet and at least one example of materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Events, Meetings, Trainings	5 points	N/A
2.4 Provide Resources and Supports to Local Businesses	2.4.2 - Create or support Small Business Development Centers, Main Street Programs, Tourism Boards, Central Business Development Districts, or other comparable entities.	A partnership letter, memorandum of understanding, or comparable document outlining the organization(s) you're supporting, and the resources you're supporting them with. If this document is more than three years old, include a brief description of how your municipality has most recently provided support.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
2.4 Provide Resources and Supports to Local Businesses	2.4.3 - Invite businesses to participate in at least three events to build community recognition, provide access to potential customers, and connect the businesses to civic and community organizations. The events must have taken place in the last three years.	For each community event in which businesses are invited to participate, please submit a list of businesses that participated in the event; name and date for each event; and least one document related to the event, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Events, Meetings, Trainings	10 points	N/A
2.4 Provide Resources and Supports to Local Businesses	2.4.4 - Identify or create, and then disseminate a toolkit for resiliency, such as for pre-disaster business preparedness and for post-disaster conditions. Publish in key languages that are represented in your business community.	A copy of the toolkit and evidence of its dissemination among businesses.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A
2.4 Provide Resources and Supports to Local Businesses	2.4.5 - Support food-based entrepreneurship with strategies identified through a process of authentic community engagement, including the holding of one or more community roundtables.	A description of the community roundtables, including dates, and engagement used to determine which strategies to pursue; a description of your municipality's specific actions to support food-based entrepreneurship, along with supporting documentation. For example, if your municipality created a comprehensive toolkit for business entrepreneurs, please submit the toolkit. If your community engagement process took place more than three years ago, or if the support strategies were implemented more than three years ago, include a brief description of how they are still relevant and used by your municipality.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A
2.4 Provide Resources and Supports to Local Businesses	2.4.6 - Other initiative supporting local business(es) in your community, not listed above. This initiative must be current and active or, if a one-time initiative, must have been completed within the last three years.	Documentation that shows completion of an activity that supports your community's local business(es). This should include dates or other documentation that the support is current or took place in the last three years.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	20-Oct	N/A
2.5 Promote Sustainable Workforce Development	2.5.1 - Conduct a sustainable jobs and workforce capacity assessment for the municipality or region.	The assessment and a completed worksheet. If the assessment was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
2.5 Promote Sustainable Workforce Development	2.5.2 - Establish or support a sustainable jobs or green jobs training partnership.	A link to a website or hard copy materials describing the nature of the sustainable job training partnership, including its connection to sustainability, approximate number of participants, and if the municipality is not operating the program, information about their support of the partnership. Materials must show that the partnership is current and active.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A
2.5 Promote Sustainable Workforce Development	2.5.3 - Create networking opportunities for local job seekers to meet individuals working in or operating sustainable businesses. The networking opportunities must have taken place in the last three years.	A list of networking events to foster employment opportunities in the sustainability sector, the dates that they occurred, and at least one example of materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A

If your Economic Development department is interested, it could be an expansion of this document:
<https://ledyardct.org/DocumentCenter/View/4685/Starting-a-Business-in-Ledyard-or-Gales-Ferry---Rev20251113?bidId=>

2.5 Promote Sustainable Workforce Development	2.5.4 - Build youth awareness of green careers. Facilitate or support programs that introduce K-12 students to green career pathways through afterschool programs, library events, social media campaigns, or inschool initiatives.	A description of the K-12 green careers pathways event, initiative, or program. The description must include the dates, the target audience, the sustainable careers presented, and the nature of your municipality's support and involvement. The event, initiative, or program must be current or have taken place in the last three years.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A
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3. Well-Stewarded Land and Natural Resources

3.1 Provide Watershed Education	3.1.1 - Resident & Business Owner Education				N/A
3.1 Provide Watershed Education	3.1.1 a - Sponsor or host a program to educate residents and business owners in your community about the value of watersheds and the importance of protecting and restoring them.	An overview of your education programs (5 sentences maximum), including target populations (if any), and at least one example of materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
3.1 Provide Watershed Education	3.1.1 b - Implement and maintain a signage program that highlights key watershed issues. Signs must have been installed or updated in the last three years.	Maps, promotional materials, or photos of educational signage.	Implementation Projects	15 points	N/A
3.1 Provide Watershed Education	3.1.1 c - Promote and encourage residents and business owners to take a watershed health pledge. The pledge may be ongoing or long-term, but at least one outreach activity must have taken place in the last three years.	A blank copy of the pledge and at least one example of how the pledge was disseminated, including approximate dates.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
3.1 Provide Watershed Education	3.1.2 - Community Based Research: Institute a local monitoring program related to watershed functions or health to be conducted by citizen groups such as local nonprofits or K-12 students.	Description of monitoring program, including a description of how the program is current and active at the time of submission.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
3.2 Create a Watershed Management Plan	3.2.1 - Inventory - Elements a and b must be completed to receive credit. Part c is optional and may be submitted for an additional 5 points. If your inventory was created more than three years ago, include in your submission a brief description of how it is still relevant and used by your municipality.		Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.2 Create a Watershed Management Plan	3.2.1 a - Conduct a Natural Resources Inventory for a watershed.	Your completed Natural Resources Inventory.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.2 Create a Watershed Management Plan	3.2.1 b - Map and identify critical watershed resource areas to include: aquifers, riparian corridors, wetlands, vernal pools, and headwaters.	A map depicting all aquifers, riparian corridors, wetlands, vernal pools and headwaters.			N/A
3.2 Create a Watershed Management Plan	3.2.1 c - Map land uses and possible locations where pollutant loads may enter the watershed.	A map depicting land uses and possible locations where pollutant loads may enter the watershed. Possible locations where pollutant loads may enter the watershed can also be depicted on a separate document, submitted in addition to the map.		5 points	N/A
3.2 Create a Watershed Management Plan	3.2.2 - Regulation Review and Alignment with Watershed Protection Goals			10 points	N/A
3.2 Create a Watershed Management Plan	3.2.2 a - Identify your watershed protection goals. 3.2.2 b - Review existing zoning and subdivision regulations for alignment with watershed protection goals.	A list of your watershed protection goals. A summary of your regulation review, including a description of your regulations align (or do not) with your watershed protection goals. Copies of all complementary regulations edited or enacted to promote watershed protection goals. If your regulation review was completed more than three years ago, include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions		N/A

Was there any education with this study?
<https://www.ledyardct.org/DocumentCenter/View/848652/2025-01---RFQ-RFP--RTE-12-CORRIDOR-STUDY-7-2-24?bidId=>

Example:
<https://www.riversmartct.org/pledge>

Watersheds (1774x1236)
<https://ledyardct.org/DocumentCenter/View/75/Watersheds?bidId=>

3.2 Create a Watershed Management Plan	3.2.3 - Action Plan: Based on your completed inventory and regulation review, develop a list of priority actions and projects, including restoration projects, for reaching watershed protection goals, identifying project need, anticipated project costs, timeline and work plan. Your plan could take the form of a "watershed-based plan" required by federal and state agencies in response to a Total Maximum Daily Load (TMDL) designation, but it could also be informally developed by stakeholders.	A copy of the action plan and a completed worksheet. If your action plan was completed more than three years ago, include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.3 Engage in Watershed Protection and Restoration	3.3.1 - Complete a priority project, ideally as outlined in your Watershed Action Plan (as part of Sustainable CT action Create a Watershed Management Plan). The watershed project must have been completed in the last three years. <i>Invasive species management projects should be included in action 3.10</i>	Documentation of the completed project, including completion dates. Please include justification if not part of your Watershed Action Plan.	Implementation Projects	15 points per project, up to 30 points	N/A
3.3 Engage in Watershed Protection and Restoration	3.3.2 - Adopt or revise regulations to help protect your watershed, source water, and/or riparian corridors.	A copy of the regulations formally adopted by your governing body or a copy of the relevant section(s) of your zoning regulations; documentation that the regulations have been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A
3.4 Develop an Open Space Plan	3.4.1 - Complete an open space inventory, using the attached inventory template. You may also include your open space GIS map (optional).	A copy of your completed inventory (using the attached template) and (optional) a map layer with the attached template included as an attribute table. If your open space inventory was created more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.4 Develop an Open Space Plan	3.4.2 - Prioritize resources for protection, i.e. locally-important agricultural soils, farmland, forests, etc.	A completed worksheet 1. If your resource prioritization was done more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	5 points	N/A
3.4 Develop an Open Space Plan	3.4.3 - Develop an open space plan.	A copy of your open space preservation plan formally adopted by your governing body; documentation of the plan adoption (such as meeting minutes, an internal memo, or similar verification); and a completed worksheet 2. If your open space plan was adopted more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	Yes
3.4 Develop an Open Space Plan	3.4.4 - Increase open space in your community.				N/A
3.4 Develop an Open Space Plan	3.4.4 a - Acquire new preserved open space in your community. Acquisition of new open space must have been completed in the last three years. Your municipality may work with partners on this action, such as land trusts or similar organizations; to earn credit for a partner organization acquiring new preserved open space this action, you must demonstrate the relationship between your municipality and the partner, including how your municipality was engaged in and/or supported this activity.	Documentation of open space acquisition, including the address(es) of property acquisitions, dates purchased, and who will own and maintain the property. If working with a partner, documentation must also include how the partner organization is working with the municipality.	Implementation Projects	15 points	Yes
3.4 Develop an Open Space Plan	3.4.4 b - Establish an open space acquisition fund.	Documentation demonstrating the fund's existence and the amount of funds available. The documentation must be dated to demonstrate the fund is currently active.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A

The following would not get credit but is a great starting point! use the template provided (Here):
<https://www.ledyardct.org/DocumentCenter/View/422/Proposed-Open-Space-Map?bidId=>

<https://www.ledyardct.org/DocumentCenter/View/421/Proposed-Open-Space-Plan?bidId=>

[CT Awards \\$409K To Preserve Open Space Parcel In Ledyard | Ledyard, CT Patch](#)

3.5 Create a Natural Resource and Wildlife Inventory	3.5.1 - Develop a natural resources and wildlife (NRW) inventory. Inventories must be town wide and can be completed with help from regional or local partners. Detailed wildlife inventories are not required, but encouraged.	A copy of your NRW inventory. Include all mapping and provide a description of what your inventory includes. If your NRW inventory was created more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.5 Create a Natural Resource and Wildlife Inventory	3.5.2 - Integrate your NRW inventory into municipal planning documents and/or decision-making processes.	A description of how you integrated your natural resources and wildlife inventory into municipal planning documents and decision-making processes. If this was done more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.5 Create a Natural Resource and Wildlife Inventory	3.5.2 - Complete a project that supports natural resources and/or wildlife in your municipality. Projects must have been completed within the last three years and should align with recommended actions in the 2025 Connecticut State Wildlife Action Plan. For an additional 5 points per project, create a project entry in the Connecticut State Wildlife Action Plan Wildlife Action Tracker.	Documentation of the completed project, including the completion date and a plan for future maintenance. If the project was completed by a partner organization, include how the municipality supported the project. If you have added your project to ctactions.org, please include a screenshot of your project listed on the website.	Implementation Projects	15 - 40 points	N/A
3.6 Manage for Drought and Municipal Water Use	3.6.1 - Reduce municipal water use adopting the following best management practices as your municipality's standard operating procedure: <ul style="list-style-type: none">• Utilize WaterSense labeled toilets, urinals, bathroom faucets, showerheads, and pre-rinse sprayers in all new municipal construction• Replace all toilets, urinals, bathroom faucets, showerheads, and pre-rinse spray valves in municipal buildings with WaterSense labeled equivalents upon their scheduled or unscheduled replacement.	Documentation that your municipality utilizes WaterSense labeled products (e.g., procurement contract, a list of installations, memo from relevant municipal department or staff) as part of its standard operating procedure.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.6 Manage for Drought and Municipal Water Use	3.6.2 - Develop a drought communications plan to inform residents about voluntary and mandatory drought restrictions. Update your municipal website with links to information about water conservation, drought information and status.	A copy of your Drought Communications Plan and links on municipal website with utility and state drought information. If your Drought Communications Plan was created more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.6 Manage for Drought and Municipal Water Use	3.6.3 - Develop and pass a drought restriction ordinance that integrates your water utility drought plans (if applicable) with the state drought plan.	A copy of the drought restriction ordinance formally adopted by your governing body and documentation that the ordinance has been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A
3.7 Provide Education on Responsible Water Usage	3.7.1 - Implement a responsible water usage campaign targeting local residents and/or businesses. This campaign should go above and beyond current campaigns required to attain the Municipal Separate Storm Sewer System (MS4) permit. Be sure to identify a target audience (e.g., all residents, low- to moderate-income residents, local businesses, multifamily property owners) and tailor your outreach to the audience. Your campaign must include at least 3 events (virtual or in person) that have already taken place; these 3 events must have taken place within a total span of 1 year. The full campaign must have occurred within the last 3 years to be eligible for credit.	A completed worksheet 1, and at least one example of educational materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points per campaign, up to 30 points	N/A

3.8 Implement Low Impact Development	Education Projects: 3.8.1 a - Choose one or more target audiences (such as homeowners, contractors, and/or developers) and develop and distribute educational materials on low impact development (LID) practices through the town website or other means.	An overview of the education provided (5 sentences maximum), including target populations, and at least one example of educational materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
3.8 Implement Low Impact Development	Education Projects: 3.8.1 b - Host an educational event on stormwater issues and LID, with potential topics including but not limited to those described in part (a) above. The event must have taken place in the last three years.	Your completed event discussion worksheet and at least one example of educational materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Events, Meetings, Trainings	5 points	N/A
3.8 Implement Low Impact Development	Education Projects: 3.8.1 c - Have at least one municipal employee (such as a town manager, town engineer, public works department personnel, or other facilities maintenance personnel) or at least one member of a relevant commission attend a training on LID/green infrastructure practices. The training must have taken place in the last three years.	The name(s) and title(s) of the individual(s) who attended the training, date of attendance, the organization that provided the training, and an agenda or brief description of the content covered.	Events, Meetings, Trainings	5 points	N/A
3.8 Implement Low Impact Development	Planning, Regulation and Policy: 3.8.2 a - Distribute educational materials on LID practices to developers and contractors at the outset of the permitting process.	An overview of the education provided (5 sentences maximum) and at least one example of educational materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
3.8 Implement Low Impact Development	Planning, Regulation and Policy: 3.8.2 b - Consistent with your Plan of Conservation and Development (POCD), encourage and promote LID in your municipal ordinances and/or regulations through one or more of the following strategies: (1) Adoption of an LID checklist or similar regulation for new and redevelopments that establishes LID as the preferred approach to stormwater management wherever possible; (2) adopting 3 or more of the regulations identified in the LID regulations worksheet; or (3) completing a review of existing regulations using the Center for Watershed Protection's Code and Ordinances Worksheet or similar tool.	For strategy 1, submit a copy of your checklist; for strategy 2, submit the language in the relevant ordinances and/or regulation(s) formally adopted by your governing body that encourage or promote LID and your completed low-impact development worksheet; for strategy 3, submit your completed Codes and Ordinances worksheet. If the selected strategy (or strategies) was implemented more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	15 points	N/A
3.8 Implement Low Impact Development	Planning, Regulation and Policy: 3.8.2 c - By municipal resolution or ordinance, adopt a policy stating that for any municipal construction and/or reconstruction project, the use of LID must be implemented to the extent possible to manage runoff from the site.	A copy of the resolution or ordinance formally adopted by your governing body; documentation that the resolution or ordinance has been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification); and a brief description of how your policy addresses at least two LID practices and anticipated social and environmental benefits	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A
3.8 Implement Low Impact Development	Implement LID Projects: 3.8.3 a - Develop and implement a LID demonstration project with permanent signage in a high-visibility location. The LID implementation project must have been completed in the last three years.	Photos of the implementation project, inclusive of permanent signage, and a brief description of the project, including the date it was completed.	Implementation Projects	15 points	N/A
3.8 Implement Low Impact Development	Implement LID Projects: 3.8.3 b - Develop a long-term maintenance plan for LID installations on municipal property.	The maintenance plan and evidence of adoption by Department of Public Works or other appropriate town body, and your completed maintenance plan worksheet. If your plan was adopted more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A

3.8 Implement Low Impact Development	Implement LID Projects: 3.8.3 c - Establish a program to incentivize homeowners to implement low impact development (LID) practices on private property. For long-term, ongoing programs, there must have been activity in the last three years.	A copy of the program announcement, program description (including dates of most recent activity), and website, if applicable.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
3.8 Implement Low Impact Development	3.8.3 d - Reduce directly connected impervious area compared to a baseline year within the past 3 years.	Data showing the amount of impervious area in your baseline year as well as data for the current year demonstrating that a reduction has been achieved.	Data Tracking/Benchmarking and Meeting Performance Metrics	10 points per 1% reduction, max 40 points	N/A
3.9 Manage Woodlands and Urban Forests	3.9.1 - Establish a Forestry Advisory Committee or similar group that meets regularly to manage woodlands and urban forests in your municipality. The committee must be active and meet at least annually.	A list of names and titles/sectors of current members of the FAC OR equivalent group, the date of the most recent meeting, and at least one additional piece of documentation related to the meetings, such as a promotional flyer, an agenda, minutes, presentations, or photographs.	Committee/Task Force/Position Creation	5 points	N/A
3.9 Manage Woodlands and Urban Forests	3.9.2 - Inventory and plan for sustainable and equitable woodlands and urban forests. <i>The more you do, the more points you earn.</i>			up to 30 points	N/A
3.9 Manage Woodlands and Urban Forests	3.9.2 a - Through land cover assessments, evaluate tree cover in your municipality and ground-truth assessments with site visits.	A completed worksheet 1. If your land cover assessment was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.9 Manage Woodlands and Urban Forests	3.9.2 b - Complete a review of your municipal policy, priorities, and practices on woodlands and urban forests.	A completed worksheet 2. If your policy review was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.9 Manage Woodlands and Urban Forests	3.9.2 c - Complete a tree inventory. This inventory should include, at a minimum, the location, with GPS unit and coordinates; species scientific name; and diameter at breast height (DBH).	A completed tree inventory for your municipality. If your tree inventory was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.9 Manage Woodlands and Urban Forests	3.9.2 d - Complete a Forest Management Plan, which may be related to a specific parcel or your entire municipality.	A completed Forest Management Plan and documentation of the plan adoption (such as meeting minutes, an internal memo, or similar verification). If your Forest Management Plan was adopted more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.9 Manage Woodlands and Urban Forests	3.9.3 - Implement best practices and programs to manage and create equitable and sustainable woodlands and urban forests. These best practices and programs must have been implemented in the last three years.	Documentation that shows completion of an activity that supports your community's woodlands and forests; if implementing one of the examples listed in the action, please include all elements listed for that bullet.	Implementation Projects	15 - 30 points	Yes
3.10 Facilitate Invasive Species Education and Management	Promote Invasive Species Management: 3.10.1 a - Examine your regulations to ensure that your municipality is not unintentionally supporting the use of invasive species, including aquatic invasive species, and compile findings in a brief memo. Eliminate all invasive species from lists of acceptable plants (include a review of subdivision guides approved planting lists). Note: You must at least review your Zoning Subdivision Regulations.	A description of your regulation review process, including which regulations you reviewed; a memo of findings (including regulations that may unintentionally support invasive species). If your regulation review was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A

This document is a solid start!
<https://www.ledyardct.org/DocumentCenter/View/61/Land-Cover?bidId=>

If LEDyard has tree pruning/maintanence, this is eligible for credit here

3.10 Facilitate Invasive Species Education and Management	<p>Promote Invasive Species Management:</p> <p>3.10.1 b - Create a plan to embed invasive species management practices into your grounds maintenance and maintenance of waterbodies, watercourses, and wetlands (if applicable). Practices should be environmentally sound, as opposed to widespread application of herbicides and pesticides.</p>	<p>Your community's plan for invasive species treatments, and a description of how you have embedded invasive species management (practices) into your grounds maintenance practices and/or water management (if applicable). If your plan was adopted more than three years ago, also include a brief description of how it is still relevant and used by your municipality</p>	<p>Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions</p>	<p>10 points</p>	<p>N/A</p>	<p>Microsoft Word - Invasive Plant Species https://www.ledyardct.org/DocumentCenter/View/5492/Invasive-Plant-Species?bId=</p>
3.10 Facilitate Invasive Species Education and Management	<p>Promote Invasive Species Management:</p> <p>3.10.1 c - Train municipal grounds keeping staff on invasive species management practices utilized by your municipality. Note: See Action Implement Green Grounds and Maintenance Program for resources on how to eliminate the use of inorganic fertilizers and chemical pesticides, including fungicides and herbicides, in favor of ecologically preferable materials in invasive species management. The training must have taken place in the last three years.</p>	<p>The names and titles of the individuals who attended the training, date of attendance, the organization that provided the training, and an agenda or brief description of the content covered.</p>	<p>Events, Meetings, Trainings</p>	<p>5 points</p>	<p>N/A</p>	
3.10 Facilitate Invasive Species Education and Management	<p>3.10.2 - Municipal Management: Engage in invasive species management practices on municipal properties and in local waterbodies. To be eligible for points, invasive species management practices must have been employed in the last three years.</p>	<p>A description of the invasive species management practices currently being employed on your municipal properties.</p>	<p>Implementation Projects</p>	<p>15 points</p>	<p>N/A</p>	
3.10 Facilitate Invasive Species Education and Management	<p>3.10.3 Educate Residents on Invasive Species</p>			<p>5 - 10 points</p>	<p>N/A</p>	
3.10 Facilitate Invasive Species Education and Management	<p>3.10.3 a - On your municipal website, post invasive species education resources. Provide links to sources (may be external) outlining invasive species. Ideally these resources will include information about both identification and removal techniques.</p>	<p>A screenshot of the website a hyperlink to the invasive species education resources on your municipal website.</p>	<p>Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding</p>	<p>5 points</p>	<p>N/A</p>	
3.10 Facilitate Invasive Species Education and Management	<p>3.10.3 b - Host or sponsor an educational workshop for residents about invasive species and management processes. The workshop must have taken place in the last three years.</p>	<p>A brief overview of outreach (suggested 5 sentences maximum), including target populations (if any); date of event; and at least one example of educational materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).</p>	<p>Events, Meetings, Trainings</p>	<p>5 points</p>	<p>N/A</p>	
3.11 Implement Green Grounds and Maintenance Program	<p>3.11.1 - Complete the hyperlinked inventory for properties maintained by your municipality.</p>	<p>A copy of the completed inventory. If your inventory was created more than three years ago, also include a brief statement that it is still accurate and used by your municipality.</p>	<p>Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions</p>	<p>10 points</p>	<p>N/A</p>	
3.11 Implement Green Grounds and Maintenance Program	<p>3.11.2 - Ground Treatment BMPs: Utilize an Integrated Pest Management Standard</p>	<p>A copy of the IPM standard utilized with a description of how it is currently implemented.</p>	<p>Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions</p>	<p>15 points</p>	<p>N/A</p>	
3.11 Implement Green Grounds and Maintenance Program	<p>3.11.3a - Irrigation BMPs: Assess annual irrigation patterns and identify opportunities for reduction</p>	<p>A copy of your irrigation assessment with a description of the efficient irrigation practices implemented and amount by which this plan reduced irrigation. If your irrigation assessment was created more than three years ago, also include a brief description of how it is still relevant and used by your municipality.</p>	<p>Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions</p>	<p>10 points</p>	<p>N/A</p>	

3.11 Implement Green Grounds and Maintenance Program	3.11.3b - Irrigation BMPs: Implement water-efficient practices such as installing an automatic irrigation system that allows for timing adjustments, and has a rain shut-off device and soil moisture sensor.	A brief description of the practices implemented; documentation of practices (such as receipt or purchase order for new equipment, new irrigation schedule, etc.); and date(s) of implementation.	Implementation Projects	15 points	N/A
3.11 Implement Green Grounds and Maintenance Program	3.11.4 - Native Planting and Pruning: Create native planting and pruning procedures that prioritize planting of only native species by your municipality. Establish efficient pruning practices to enhance plant success.	A description of your native planting and pruning procedures and a list of approved plant species used by your municipality. If there are exceptions to your native planting policy, please include an explanation.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.11 Implement Green Grounds and Maintenance Program	3.11.5 - Electric Equipment: Increase the use of electric lawn care and landscaping equipment	Documentation that your municipality utilizes electric lawn care and landscaping equipment (e.g., procurement contract, service contract from landscaping company, memo from relevant municipal department or staff) as part of its standard operating procedure.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
3.11 Implement Green Grounds and Maintenance Program	3.11.6 - Education Program: Sponsor or host an education program for private property owners and commercial landscapers, sharing both the benefits of the best management practices outlined in this action and the impacts of conventional grounds maintenance practices.	A brief overview of outreach (suggested 5 sentences maximum), including target populations (if any); date of event; and at least one example of educational materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Events, Meetings, Trainings	5 points	N/A
3.12 Enhance Pollinator Pathways	3.12.1 - Provide education to residents and local businesses to improve pollinator habitat, encourage native Connecticut plantings, reduce the use of insecticides on plants in flower, promote the addition of clover to grass lawns, and encourage the reduction of lawn mowing to once every 2 or 3 weeks.	A brief overview of outreach (suggested 5 sentences maximum); date of event (if applicable); and at least one example of educational materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
3.12 Enhance Pollinator Pathways	3.12.2 - Create native pollinator gardens and upgrade existing gardens to be pollinator friendly and educate the public about the importance of pollinators to society. Pollinator gardens must have been created or upgraded in the last three years.	A brief description of how the pollinator garden sites were selected, a list of plants used in the pollinator gardens, photos of each pollinator garden; and at least one example of associated outreach and promotion materials. If the garden is not located on municipal property, provide evidence of in-kind and/or financial support from the municipality to the initiative's administrators.	Implementation Projects	15 points	N/A
3.12 Enhance Pollinator Pathways	3.12.3 - Pass a Native Pollinator Friendly Community resolution.	A copy of the resolution and documentation of the resolution's adoption (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A
3.13 Promote Dark Skies	3.13.1 - Conduct public education and outreach related to light pollution and the importance of dark skies for local businesses, institutions, and residences	A brief overview of outreach (suggested 5 sentences maximum), including target populations (if any); dates of events (if any); and at least one example of educational materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
3.13 Promote Dark Skies	3.13.2 - Adopt departmental procedures to analyze lighting needs at municipal facilities and reduce unnecessary lighting, and to replace and install municipal outdoor lighting with products that have the IDA Fixture Seal of Approval (or equivalent).	A copy of your policy or documentation to prove that your municipality utilizes IDA approved lighting products (e.g., procurement contract, a list of installations).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	15 points	N/A

3.13 Promote Dark Skies	3.13.3 - Adopt a municipal dark skies ordinance or incorporate dark skies concepts into your municipal code to better manage nighttime lighting and limit light pollution. The Model Outdoor Lighting Regulations for Connecticut can be used as a template or guide, and it may be adopted in full or only in sections relevant to your municipality.	A copy of the code or ordinance formally adopted by your governing body; documentation that the regulations have been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A	
3.14 Implement Sustainable Snow Management	Educate municipal staff, residents, and businesses about promoting and managing sustainable winter operations: 13.14.1 a - Have at least one snow removal or winter operations staff member participate in a Connecticut Training & Technical Assistance Center (T2 Center) training on sustainable snow management practices. The training must have taken place in the last three years.	The names and titles of the individuals who attended the training, and a certificate of completion for the training (The T2 Center will provide attendees with a certificate of completion).	Events, Meetings, Trainings	5 points	N/A	
3.14 Implement Sustainable Snow Management	Educate municipal staff, residents, and businesses about promoting and managing sustainable winter operations: 13.14.1 b - Host an event or workshop to educate residents and/or businesses on how to reduce salt usage, balancing public safety with environmental and economic sustainability concerns. The event or workshop must have taken place in the last three years.	An overview of your event or workshop (5 sentences maximum), including target population (if any) and date of event, and at least one example of materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Events, Meetings, Trainings	5 points	N/A	
3.14 Implement Sustainable Snow Management	13.14.2 - Develop and adopt a winter operations plan.	A copy of your municipality's officially adopted winter operations plan; a completed worksheet 1; and evidence of the plan adoption (such as meeting minutes, an internal memo, or similar verification). If your plan was adopted more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A	
3.14 Implement Sustainable Snow Management	13.14.3 - Implement sustainable snow management operations.	A statement of the strategy or strategies implemented, and documentation showing the implementation of the selected strategies. All documentation must show that the strategy is current and actively used by your municipality	Implementation Projects	up to 40 points	N/A	

4. Vibrant and Creative Cultural Ecosystems

4.1 Inventory Tourism and Cultural Assets	4.1.1 - Create a Tourism and Cultural Asset Inventory <i>The more you do, the more points you earn.</i>				N/A	
4.1 Inventory Tourism and Cultural Assets	4.1.1 a - Identify potential tourism and cultural assets, including institutions, locations, programs, and organizations in your community. Using the identified assets, create public online resource that enables the community to search, learn and use the information generated on the assets.	A completed worksheet; a hyperlink and screenshot to the finished web-based resource. If the inventory and resource were created or updated more than three years ago, also include a brief description of how they are still relevant and used by the municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A	
4.1 Inventory Tourism and Cultural Assets	4.1.1 b - Note : Sub-action 4.1.1 b requires the completion of sub-action 4.1.1 a. Promote the public online resource through municipal communication channels	Evidence of promotion and dissemination of the resource in the last three years (via email, an in-person convening or other channels).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A	
4.1 Inventory Tourism and Cultural Assets	4.1.2 - Update and maintain your municipal profile on the CTVisit website. On the CTVisit website, link relevant social media platforms for your city or town (like Facebook, Instagram, Twitter, Pinterest, YouTube), as well as local attractions and destinations. Maintain the content, images, and functioning links periodically and provide the date that your CTVisit profile was most recently updated. Updates must have been made in the last three years.	A hyperlink and a screenshot of your municipal profile; date of last profile update (approximate dates are sufficient); and a brief description of what content has been added in the last three years (such as updated photos, new business listings, etc.).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A	Make sure that the website has been updated since Jan 1, 2023 for credit in 2026: https://ctvisit.com/listings/town-ledyard
4.2 Support Arts and Creative Culture	Support Arts and Creative Culture <i>The more you do, the more points you earn.</i>			Up to 30 points	N/A	

4.2 Support Arts and Creative Culture	4.2.1 - Establish a Poet Laureate.	A copy of the resolution, ordinance, or other supporting documentation. Your documentation must show that there is a current Poet Laureate in your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A	
4.2 Support Arts and Creative Culture	4.2.2 - Include arts and culture in publicly available municipal marketing (printed or web-based).	Links to online marketing materials and/or samples of printed marketing materials that have been disseminated in the last three years.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A	This newsletter is too old, but if you have a more recent (Jan 1. 2023- present) newsletter that promotes arts activities, submit it here! https://www.ledyardct.org/DocumentCenter/View/257011/2020-Newsletter-01-02-Jan-Feb?bidId=
4.2 Support Arts and Creative Culture	4.2.3 - Commit dedicated funding to the arts (during the twelve-months prior to application submission). Funding may be directed at an Arts Office, as part of the municipal budget, through grants, or to outside services.	A description of amount of funding allocated and what was funded.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A	
4.2 Support Arts and Creative Culture	4.2.4 - Establish a percent for art/public art program (at least 1% of capital construction or renovations budget must be spent on art, municipality can adjust the % requirement in excess of 1%).	A description of the program you established and how it is current and active.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A	
4.2 Support Arts and Creative Culture	4.2.5 - Establish a Cultural Office or Arts and Culture Department/Council.	Proof you established the Cultural Office or Arts and Culture Department/Council and a description of the office's mission. Your documentation must show that there is currently a Cultural Office or Arts and Culture Department/Council.	Committee/Task Force/Position Creation	5 points	N/A	
4.2 Support Arts and Creative Culture	4.2.6 - Establish and designate/appoint an Arts and Culture Liaison or Artist-in-Residence to your municipality.	The name of your currently appointed Arts and Culture Liaison or Artist-in-Residence; proof of appointment	Committee/Task Force/Position Creation	5 points	N/A	
4.2 Support Arts and Creative Culture	4.2.7 - Streamline permitting system for events, performances, etc. in public spaces.	A copy of your current permitting process and, if applicable, a description of how permitting systems were altered to facilitate permitting.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A	
4.2 Support Arts and Creative Culture	4.2.8 - Establish an Arts or Cultural District.	Documentation proving the Arts or Cultural District exists.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A	
4.2 Support Arts and Creative Culture	4.2.9 - Establish an annual recognition program for local artists.	A description of the components included in the recognition program, including, if applicable, selection process and award criteria, outreach and marketing, etc.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A	
4.2 Support Arts and Creative Culture	4.2.10 - Support arts and cultural activities offered at the local library(ies) by promoting, through municipal outlets, events offered at your local library.	Provide one example of how a program was promoted in the last three years.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A	This newsletter is too old, but if you have a more recent (Jan 1. 2023- present) newsletter that promotes arts activities, submit it here! https://www.ledyardct.org/DocumentCenter/View/257011/2020-Newsletter-01-02-Jan-Feb?bidId=
4.2 Support Arts and Creative Culture	4.2.11 - Support artists. Choose one			10 points	N/A	
4.2 Support Arts and Creative Culture	4.2.11 a - Develop professional development services for artists, art administrators, and arts presenters/curators (they may be virtual).	A description of the professional development services developed; description of how it was administered; number of participants. Your documentation must show that the professional development services are active and current.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding		N/A	

4.2 Support Arts and Creative Culture	4.2.11 b - Develop municipal internship opportunities (paid or unpaid) or an apprenticeship program.	A description of the internship/apprenticeship program created; at least one example of promotional materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s). Your documentation must show that the internship and/or apprenticeship programs are active and current.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding		N/A
4.2 Support Arts and Creative Culture	4.2.11 c - Develop an artist mentoring program.	A description of the mentoring program, including documentation that it is current and has been active in the last three years	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding		N/A
4.2 Support Arts and Creative Culture	4.2.12 - Develop a workshop(s) or professional artist network with peer sharing and discussion opportunity(ies) for artists, art administrators, and arts presenters/curators.	Description of the artist professional network or workshop, including dates of activities, and at least one additional piece of documentation related to the forum, such as a promotional flyer, an agenda, minutes, presentations, or photographs.	Events, Meetings, Trainings	5 points	N/A
4.2 Support Arts and Creative Culture	4.2.13 - Other initiative supporting arts and creative culture in your municipality or region, not listed above.	Documentation that shows completion of an activity that supports your community's arts and creative culture. Documentation must show that the arts and creative culture program is currently active or has taken place in the last three years.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A
4.3 Develop a Creative Placemaking Plan	4.3.1 - Develop a Creative Placemaking Plan <i>All elements must be completed to receive credit.</i>			10 points	N/A
4.3 Develop a Creative Placemaking Plan	4.3.1 a - To develop your Creative Placemaking Plan, engage diverse culture bearers, artists of all kinds, and members from the arts and culture field in the creation of your Creative Placemaking Plan. Your plan may be for a neighborhood or selected area of your community, or for your entire municipality.	A copy of your Creative Placemaking Plan, documentation of plan adoption (such as meeting minutes, an internal memo, or similar verification), and a completed worksheet. If your Creative Placemaking Plan was adopted more than three years ago, include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions		N/A
4.3 Develop a Creative Placemaking Plan	4.3.1 b - Develop your community's Creative Placemaking Plan. Creative Placemaking is "the use of arts and culture by diverse partners to strategically shape the physical and social character of a place in order to spur economic development, promote enduring social change and improve the physical environment."				N/A
4.3 Develop a Creative Placemaking Plan	4.3.2 - Integrate the Placemaking Plan into the Plan of Conservation and Development (POCD).	A copy of your updated, adopted POCD that integrates your Creative Placemaking Plan.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	5 points	N/A
4.4 Provide an Arts and Culture Program for Youth	4.4.1 - Provide an Arts and Culture Program for Youth. If this process was completed more than three years ago, please include in your submission a brief description of how it is still relevant and used by your municipality.				
4.4 Provide an Arts and Culture Program for Youth	4.4.1 a - Inventory what is currently offered in the school system and after school and what has been done historically (go as far back as is appropriate for your community).	Completed inventory.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions		
4.4 Provide an Arts and Culture Program for Youth	4.4.1 b - Convene a diverse selection of community representatives for a round table discussion about connecting to the town's youth to create an arts and culture program for youth.	Date of the stakeholder meeting, and the list of recommended steps developed.	Events, Meetings, Trainings	20 points	N/A
4.4 Provide an Arts and Culture Program for Youth	4.4.1 c - Using the inventory, create an education program that includes the recommended steps developed in the stakeholder meeting. Identify which entity will implement each recommended step.	Description of the educational program, including how the inventory and recommended steps developed during the stakeholder meeting were incorporated.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding		

4.4 Provide an Arts and Culture Program for Youth	4.4.1 d - Establish an implementation plan, including a timetable. Describe the budget and funding source to implement the program.	Copy of the plan, timetable, budget and proof of funding source.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions		
4.4 Provide an Arts and Culture Program for Youth	4.4.2 (Optional) - If sub-action 4.4.1 is successfully undertaken, have at least one staff person from the lead organization attend a professional development session prior to implementing the program. The training may be identified by the entity, and may be a webinar or in-person event. The training must relate to arts and youth.	Name of lead organization, description and date of training session, including a description of why it was relevant. Note, submission materials for steps a-d of 4.4.1 must also be submitted.	Events, Meetings, Trainings	5 points	N/A
5. Dynamic and Resilient Planning					
5.1 Integrate Sustainability into Plan of Conservation and Development	5.1.1 - Plan of Conservation and Development				N/A
5.1 Integrate Sustainability into Plan of Conservation and Development	5.1.1 a - Include at least four Hazard Mitigation Plan goals into your most recent Plan of Conservation and Development (POCD).	A copy of your current, adopted POCD, maps of natural hazards, and a completed worksheet 1.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	5 points	N/A
5.1 Integrate Sustainability into Plan of Conservation and Development	5.1.1 b - Incorporate at least three sustainability concepts as policy from the list provided. For each concept toward sustainability selected, you must describe how the concept was included in your POCD as implementable policy and include page(s) where referenced.	A copy of your current, adopted POCD and a completed worksheet 2.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points for first three concepts, 5 points per additional concept	N/A
5.1 Integrate Sustainability into Plan of Conservation and Development	5.1.1 c - Engage in intentional and ongoing public outreach and participation on planning issues.	A brief overview of outreach (suggested 5 sentences maximum), including target populations (if any), dates of any events; examples of materials disseminated or created.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points per activity, up to 15 points maximum	N/A
5.2 Adapt Permitting Process to Promote Sustainable Development	5.2.1 - Develop sustainability checklists for zoning and building applicants that identify sustainable site plan design elements.	A copy of your sustainability checklists currently distributed to zoning and building applicants.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	5 points	N/A
5.2 Adapt Permitting Process to Promote Sustainable Development	5.2.2 - Identify applications where expedited permitting is viable and amend zoning regulations to provide an as-of-right (Site Plan) approval process for projects that meet sustainable design standards.	Copy of the zoning or regulations; documentation that the regulations have been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification)	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A
5.2 Adapt Permitting Process to Promote Sustainable Development	5.2.3 - Establish or amend municipal policy for pre-application review. <i>The more you do, the more points you earn.</i>				N/A
5.2 Adapt Permitting Process to Promote Sustainable Development	5.2.3 a - Adopt an internal procedure a written policy that recommends review of projects prior to submission of formal plans and applications. The procedure policy should incorporate a coordinated review by all relevant departments, a coordinated review schedule for approval by all relevant departments, and clearly reference the checklist and standards developed above for sustainable plan review.	A copy of the written procedure describing the pre-application review process.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A

5.2 Adapt Permitting Process to Promote Sustainable Development	5.2.3 b - Review town processes for permitting and create a Development Review Manual that includes a description of the pre-application process established. A Development Review Manual is a stepby-step guide to navigating your municipal land use process from start to finish.	A copy of your Development Review Manual.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A	
5.3 Develop Agricultural-Friendly Practices	5.3.1 - Adopt land use policies and regulations that promote and support active agricultural uses. Only one policy is needed to earn points. Such policies or zoning regulations should promote equity within agricultural zoning.	A copy of the policy formally adopted by your governing body; and documentation that the policy has been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification)	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A	It looks like Ledyard zoning regulations allow farm stands as per section 8-5 or page 74: https://www.ledyardct.org/DocumentCenter/View/848301/ZONING-REGULATIONS-Effective-January-1-2026?bidId=
5.3 Develop Agricultural-Friendly Practices	5.3.2 - Promote community access to land for farming and agricultural uses. Create a process and tools to facilitate community land access through one or more of the strategies listed below (see website) . Promote the selected strategy or strategies through municipal communications channels.	A description of your municipality's specific action(s) to promote community land access, along with supporting documentation (for example, if your municipality conducted outreach and created a toolkit for community members to acquire municipally owned land for farming, submit the toolkit and a description of the outreach process); and at least one example of educational materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points per strategy, up to 20 points	N/A	
5.3 Develop Agricultural-Friendly Practices	5.3.3 - Develop a Transfer or Purchase of Development Rights program.	A description of your Transfer or Purchase of Development Rights program.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A	
5.3 Develop Agricultural-Friendly Practices	5.3.4 - Hold a farmer forum to identify critical needs or issues for agriculture in municipality. The farmer forum must have taken place in the last three years.	The date of the farmer forum, a brief overview of what was discussed (suggested 5 sentences maximum), and at least one additional piece of documentation related to the forum, such as a promotional flyer, an agenda, minutes, presentations, photographs, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Events, Meetings, Trainings	5 points	N/A	
5.3 Develop Agricultural-Friendly Practices	5.3.5 - Establish funding to acquire or preserve farmland.	Documentation of the funding source, noting the current dollar amount available; and a brief description of the funding mechanism or program. If an open space acquisition fund is also used for farmland acquisitions, you must include a statement that the funds may be used for both farmland and open space.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A	
5.4 Assess Climate Vulnerability	5.4.1 a - Perform a Climate Vulnerability Assessment. Identify unique aspects or areas as outlined in the POCD that may be vulnerable to climate change. Create a list of primary vulnerabilities. Demonstrate that special consideration has been given to identifying risks to highly vulnerable populations (such as the elderly, those with pre-existing health risks, refugee communities, low- and moderate-income residents, etc.).	A copy of your completed Climate Vulnerability Assessment and a completed worksheet 1. If your Climate Vulnerability Assessment was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	Yes	
5.4 Assess Climate Vulnerability	5.4.1 b - Note: Sub-action 5.4.1b requires the completion of sub-action 5.4.1a. Identify how the secondary impacts of climate change will likely affect the community. Demonstrate that special consideration has been given to identifying risks to highly vulnerable populations (such as the elderly, those with pre-existing health risks, refugee communities, low- and moderate-income residents, etc.).	A copy of your completed Climate Vulnerability Assessment; a completed worksheet 1; an assessment of how the secondary impacts of climate change will impact your community and a completed worksheet 2. If your assessment of secondary impacts was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	5 points	Yes	
5.4 Assess Climate Vulnerability	5.4.2 Hold a Community Resilience Building Workshop offered by the Nature Conservancy	Submit a copy of the Community Resilience Building Workshop summary of findings. If your workshop was held more than three years ago, also include a brief description of the summary of findings is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	Yes	These workshops are facilitated by the nature conservancy and are FANTASTIC! If you're interested in learning more: https://sustainablect.org/no-cost-assistance-programs/the-nature-conservancy

5.5 Inventory and Assess Historic Resources	5.5.1 - Identify multiple priority historic assets within your community and actions required to sustain their long-term viability. All assets should be listed regardless of public or private ownership. Actions are only required for assets that are municipally-owned; they should be specific to each asset listed. Please include a short description of each location and note if the location is privately or municipally owned.	The list of priority historic resources and the list of actions required to sustain their long-term viability. If your list was created more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A	<p>This is something a lot of Municipality's historic committees are interested in. Sustainable CT has a partnership with Preservation Connecticut if this is something you'd like to pursue!</p> <p>You can earn points here for your certified local government status</p>
5.5 Inventory and Assess Historic Resources	5.5.2 - For at least one historic asset in your municipality, perform a conditions assessment, feasibility study, or long-term maintenance plan that uses the Secretary of the Interior's Standards for the Treatment of Historic Places. Include in the assessment the sustainability of each building present, possibility of energy retrofits, vulnerability to natural hazards and climate change, etc. You may assess the viability for up to three different assets.	Please submit a completed worksheet and the conditions assessment, feasibility study, or long-term maintenance plan that uses the Secretary of the Interior's Standards for the Treatment of Historic Places for each historic resource listed in your inventory. If your assessment was completed more than three years ago, include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points per asset, up to 30 points	N/A	
5.5 Inventory and Assess Historic Resources	5.5.3 - Sponsor or host an educational workshop or program to educate owners of historic homes on how to manage their historic building(s) sustainably. Educational workshops must have taken place in the last three years; current, long-term educational programs that provide ongoing information are also eligible for points.	A brief overview of outreach (suggested 5 sentences maximum), including target populations (if any); date of event (if applicable); and at least one example of educational materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A	
5.5 Inventory and Assess Historic Resources	5.5.4 - Achieve Recognition. Achieve "Certified Local Government" status.	Proof of recognition from the National Park Service regarding attainment of Certified Local Government status.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A	
5.6 Streamline Solar Permitting for Small Solar Installations	<p>5.6.1 - Streamline solar permitting for small solar installations.</p> <p><i>Sub-actions 5.6.1a - 5.6.1f must be completed to receive credit. Please include in your documentation a statement of how the each of these sub-actions are relevant and used by your municipality.</i></p>			20 points	Yes	<p>You can earn points here for your certified local government status</p>
5.6 Streamline Solar Permitting for Small Solar Installations	5.6.1 a - Review zoning requirements and identify restrictions that intentionally or unintentionally prohibit solar PV development. Compile findings in a memo.	A copy of the memo. A sample of the memo is available for download.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions			
5.6 Streamline Solar Permitting for Small Solar Installations	5.6.1 b - Create and make available an online checklist detailing the required permit(s), submittals, and steps of your community's solar permitting process.	A link to your online permitting checklist (which applies to at least the permit process for solar).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions			
5.6 Streamline Solar Permitting for Small Solar Installations	5.6.1 c - Require no more than one application form for a rooftop PV project.	A link to your residential solar PV permitting process and permit application form required by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions			
5.6 Streamline Solar Permitting for Small Solar Installations	5.6.1 d - Train building inspectors, permitting, and inspection staff on solar PV and/or solar and storage systems technologies and best practices for permitting/inspecting. Training must have occurred in the past five years.	The names and titles of the individuals who attended the training, date of attendance, the organization that provided the training, and an agenda or brief description of the content covered.	Events, Meetings, Trainings			
5.6 Streamline Solar Permitting for Small Solar Installations	5.6.1 e - Train planning staff on best practices in planning and zoning for solar PV. Training must have occurred within the past five years.	The names and titles of the individuals who attended the training, date of attendance, the organization that provided the training, and an agenda or brief description of the content covered.	Events, Meetings, Trainings			

5.6 Streamline Solar Permitting for Small Solar Installations	5.6.1 f - Post a solar landing page on your municipal website with information that may include the community's solar goals, educational materials and tools that promote solar, and resources for solar development (e.g. permitting checklist, application forms, zoning regulations, etc.). See website for specific metrics required for the solar landing page.	Both a hyperlink and a screenshot of the solar landing webpage.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions		
5.6 Streamline Solar Permitting for Small Solar Installations	5.6.2 - OR Achieve at least Bronze status in the national SolSmart community designation program.	A copy of your final prerequisite summary and credit summary or proof of SolSmart designation from the SolSmart program.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	20 points	Yes
5.7 Plan for Long Term Recovery	5.7.1 - Identify a Long-Term Recovery Manager & Establish a Long-Term Recovery Committee <i>All elements must be completed to receive credit.</i>				
5.7 Plan for Long Term Recovery	5.7.1 a - Identify a Long-Term Recovery Manager for your municipality. A regional Long-Term Recovery Manager may be appropriate for smaller towns with limited resources.	The name and title of your municipally appointed Long-Term Recovery Manager, including the dates of tenure. Submit the job duties of your Long-Term Recovery Manager.	Committee/Task Force/Position Creation		
5.7 Plan for Long Term Recovery	5.7.1 b - Appoint a Long-Term Recovery Committee that will be led by the Long-Term Recovery Manager. The committee must be active and meet at least annually.	A list of names and titles/sectors of current members of the Long-Term Recovery Committee, the date of the most recent meeting, and at least one additional piece of documentation related to the meetings, such as a promotional flyer, an agenda, minutes, presentations, or photographs. If you have a regional Long-Term Recovery Committee, you must also submit documents outlining the regional partnerships.	Committee/Task Force/Position Creation	15 points	N/A
5.7 Plan for Long Term Recovery	5.7.1 c - Establish a work plan that includes a timeline for your Long-Term Recovery Committee.	The work plan, including a timeline, for your Long-Term Recovery Committee. If your work plan was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions		
5.7 Plan for Long Term Recovery	5.7.2 - Complete a project on the work plan of the Long-Term Recovery Committee. If not included in your plan, provide justification for the project. The project must have been completed in the last three years.	Documentation of the activities performed by the Long-Term Recovery Committee; description of the task(s) completed, date of completion, and any relevant supporting documentation.	Implementation Projects	15 points	N/A
5.8 Promote Cool Roofs	5.8.1 - Promote cool roofs through your municipality's building or permitting office. This must include information on the municipal website, and may also include posters and brochures in the municipal office building.	A screenshot of the website and a hyperlink to the cool roof information on your municipal website. Optional: an example of print materials disseminated.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	5 points	N/A
5.8 Promote Cool Roofs	5.8.2 - Retrofit one or more municipal or Board of Education buildings with a cool roof, or install a cool roof on one or more newly constructed municipal or Board of Education building. Cool roof projects must have been completed in the last three years.	The name and address of the retrofitted building(s), a contract, purchase order, or similar documentation showing that the work was done, the date the project was completed, and photos of the new cool roof.	Implementation Projects	15 points per building, up to 45 points	Yes
5.8 Promote Cool Roofs	5.8.3 - Enable and promote cool roofs in local zoning regulations.			20 points	
5.8 Promote Cool Roofs	5.8.3 a - Revise zoning regulations to ensure existing rules do not prohibit implementation of cool roofing strategies on new and existing buildings. OR 5.8.3 b - Create a new cool roof ordinance requiring cool roofs in new construction.	A copy of the policy, ordinance, or zoning regulation formally adopted by your governing body; documentation that the policy, ordinance, or zoning regulation has been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	Yes
5.9 Participate in the National Flood Insurance Program's Community Rating System	5.9.1 - Actively participate in the NFIP's CRS and achieve a current CRS Class between 9 and 1.	Documentation of your municipality's active, current CRS rating. This can be found on FEMA's NFIP page.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	20 points	Yes

5.10 Plan and Implement Climate Resilience Strategies	5.10.1 - Educate residents and/or businesses in your community about climate resilience. This may include information on your municipal website or in other municipal communications channels, or an event sharing information on climate resilience. Events must have taken place in the last three years.	An overview of your education program (5 sentences maximum), including target populations (if any), and at least one example of materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
5.10 Plan and Implement Climate Resilience Strategies	5.10.2 - Develop and adopt a municipal plan focused on climate resilience. This may be a standalone plan or a portion of another municipal plan. Regional plans are eligible for submission.	A copy of your climate resilience plan (inclusion in your Plan of Conservation and Development is acceptable); documentation of the plan adoption (such as meeting minutes, an internal memo, or similar verification); and a completed worksheet 1. If your plan was adopted more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	Yes
5.10 Plan and Implement Climate Resilience Strategies	5.10.3 - Implement climate resilience measures in your municipality. Projects must have been completed in the last three years, and projects completed collaboratively with other municipalities are eligible for points.	A brief description of the climate resilience project or initiative, including completion date and the role of your municipality; a brief statement explaining how the project supports climate resilience in your community.	Implementation Projects	15 - 30 points	Yes
5.10 Plan and Implement Climate Resilience Strategies	5.10.4 - Adopt a municipal policy or ordinance to support climate resilience in your community.	A copy of the policy formally adopted by your municipal governing body; and documentation that the policy has been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 - 40 points	Yes

6. Clean and Diverse Transportation Systems and Choices

6.1 Implement Complete Streets	6.1.1 - Build a Complete Streets Team that reflects the demographics of your town. The committee must be active and meet at least annually.	A list of names and titles of the Complete Streets Team members; date of the most recent meeting held; the date(s) of the Complete Streets stakeholder meeting(s) or workshop(s); and at least one additional piece of documentation related to the meetings or workshops.	Committee/Task Force/Position Creation	5 points	N/A
6.1 Implement Complete Streets	6.1.2 - Have at least one municipal elected official and/or staff member and/or members of relevant commissions participate in a Complete Streets training. The training must have taken place in the last three years.	The names and titles of the individuals who attended the training, date of attendance, the organization that provided the training, and an agenda or brief description of the content covered.	Events, Meetings, Trainings	5 points	N/A
6.1 Implement Complete Streets	6.1.3 - By municipal resolution or ordinance, adopt a Complete Streets Policy that states an intent to plan, design, build and maintain all roads to meet the needs of all users.	Your officially adopted Complete Streets policy, documentation that the policy has been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification), and a completed worksheet 1	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	Yes
6.1 Implement Complete Streets	6.1.4 - Inventory and review planning and design documents and conduct an audit of existing plans, policies, and other guidance documents to ensure consistency with Complete Streets Team meeting and workshop discussion outcomes.	Your inventory of planning and design documents that require update to incorporate Complete Streets program objectives; a checklist of the changes that you need to make to each document listed in the inventory; planning/design documents that have been updated. If your inventory was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
6.1 Implement Complete Streets	6.1.5 - Achieve at least bronze-level status in the League of American Bicyclists, Bicycle Friendly Community designation program.	A PDF of your most current and valid Bicycle Friendly Community report card.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	Yes
6.1 Implement Complete Streets	6.1.6 - Implement, repair and maintain specific projects that expand safe, connected, active transportation networks across all neighborhoods. Projects implemented as a requirement of compliance with the Americans with Disabilities Act or other legally mandated improvements are not eligible for points. Projects must have been completed in the last three years.	A completed worksheet 2.	Implementation Projects	Spot improvement projects are awarded 5 points for 1-3 projects, 10 points for 4-6 projects, and 15 points for 7-10 projects. Corridor or area-wide improvements will receive 15 points. Up to a maximum of 30 points.	Yes

This webinar can be watched:
<https://www.youtube.com/watch?v=xgaBTONjvZk>

Any implemented complete streets projects can earn credit here

6.2 Promote Effective Parking Management	6.2.1 - Conduct a parking needs assessment.	The parking needs assessment (including a statement of purpose and key findings). If your parking needs assessment was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
6.2 Promote Effective Parking Management	6.2.2 - Implement non-regulatory and regulatory parking management strategies. A regulatory parking management strategy must be outlined in municipal zoning, ordinances, or other officially adopted policies. All other parking strategies are considered non-regulatory actions.			Up to 35 points	N/A
6.2 Promote Effective Parking Management	6.2.2 a - Non-regulatory actions: Choose one per certification cycle. Non-regulatory actions must have been implemented or completed in the last three years.	A statement of the non-regulatory strategy implemented (including date of completion or implementation), and documentation of implementation, such as photographs, letters of agreement between two entities sharing parking, etc.	Implementation Projects	15 points	N/A
6.2 Promote Effective Parking Management	6.2.2 b - Regulatory or policy actions: Implement regulatory parking management strategies. (Choose One per Certification Cycle)	A statement of the regulatory strategy implemented, and documentation of regulation or policy adoption (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A
6.3 Encourage Smart Commuting	6.3.1 - Complete at least three activities from this checklist.	Submit this checklist to report steps taken and the estimated annual data on the percentage of municipal employees impacted/affected by/participating in each strategy.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	For 10 points, complete 3 or more activities from the checklist. For 15 points, complete 5 or more checklist activities.	N/A
6.4 Support Zero Emission Vehicle Deployment	6.4.1 - Sponsor or host a zero emission vehicle ZEV promotional event or education workshop with a community partner or third party. The event or workshop must have taken place in the last three years.	A brief overview of the workshop (suggested 5 sentences maximum), including the community partner or third party and the target audience (if any); date of workshop; and at least one example of educational materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Events, Meetings, Trainings	5 points	N/A
6.4 Support Zero Emission Vehicle Deployment	6.4.2 - Have at least one municipal elected official and/or staff member and/or member of a relevant commission participate in a training related to electrification of municipal vehicles. The training must have taken place in the last three years.	The name(s) and title(s) of the individual(s) who attended the training, date of attendance, the organization that provided the training, and an agenda or brief description of the content covered.	Events, Meetings, Trainings	5 points	N/A
6.4 Support Zero Emission Vehicle Deployment	6.4.3 Replace municipal fleet vehicles to reduce emissions. Vehicle replacement must have taken place within the last three years.			Up to 40 points	Yes
6.4 Support Zero Emission Vehicle Deployment	Replace Medium and Heavy Duty (MHD) Vehicles (vehicles with a gross vehicle weight rating of over 10,000 pounds, such as large pickup trucks, large vans, delivery and box trucks, school buses, transit buses, and long-haul tractor trailers)				
6.4 Support Zero Emission Vehicle Deployment	i. Replace at least 40% of MHD fleet with zero emission vehicles.	For each category of vehicles, please submit the total number of vehicles, number of zero emission vehicles, and purchase receipts (or alternative documentation) for new vehicles.	Implementation Projects	10 points	
6.4 Support Zero Emission Vehicle Deployment	ii. Replace at least 70% of MHD fleet with zero emission vehicles.		Implementation Projects	15 points	
6.4 Support Zero Emission Vehicle Deployment	ii. Replace 100% of MHD fleet with zero emission vehicles.		Implementation Projects	20 points	
6.4 Support Zero Emission Vehicle Deployment	6.4.3 - Replace Light-Duty Vehicles (vehicles with a gross vehicle weight rating of 8,500 pounds or less, such as passenger cars, sport utility vehicles, and pickup trucks)			Implementation Projects	
6.4 Support Zero Emission Vehicle Deployment	i. Replace at least 40% of light-duty fleet with zero emission vehicles.	For each category of vehicles, please submit the total number of vehicles, number of zero emission vehicles, and purchase receipts (or alternative documentation) for new vehicles.	Implementation Projects	10 points	
6.4 Support Zero Emission Vehicle Deployment	ii. Replace at least 70% of light-duty fleet with zero emission vehicles.		Implementation Projects	15 points	
6.4 Support Zero Emission Vehicle Deployment	iii. Replace 100% of light-duty fleet with zero emission vehicles.		Implementation Projects	20 points	

This webinar can be watched for credit:
<https://www.youtube.com/watch?v=xwjdjtP2tE&t=1s>

6.4 Support Zero Emission Vehicle Deployment	6.4.4 - Conduct an assessment of where ZEV charging infrastructure is needed in the community. Identify the areas within your town that have the appropriate characteristics to host charging and if not the exact right properties, then the approximate neighborhoods.	A copy of the assessment. If the assessment was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	Yes
6.4 Support Zero Emission Vehicle Deployment	6.4.5 - Install electric vehicle charging stations (Electric Vehicle Supply Equipment) for public use in at least one location. Charging stations must have been installed in the last three years.	The address of the municipal property where the station is installed, a photo of the charging station, and a receipt of purchase. If the electric vehicle charging station is not sited on municipal property include an explanation of why an alternative location was selected and demonstrate proof of purchase by the municipality.	Implementation Projects	Install EV charging stations in 1-2 locations = 5 points Install EV charging stations in 3-5 locations = 10 points Install EV charging stations in 6+ locations = 15 points	Yes
6.5 Promote Public Transit and Other Mobility Strategies	6.5.1 - Educate residents about alternative routes and transportation methods. This education must go beyond notifying residents of a transportation service or route change	Overview of your outreach; examples of your outreach and educational materials disseminated in the last three years.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
6.5 Promote Public Transit and Other Mobility Strategies	6.5.2 - Conduct a bicycle education program that teaches participants how to safely operate their bicycles in varied settings and improve bicycle riding and handling skills. To receive credit, the program must go beyond being an informational event and include an experiential, on-bicycle component. The program must have taken place in the last three years.	The name of the program, the dates during which it was held, the number of participants, a list of the learning objectives for the program, and at least one example of educational materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Events, Meetings, Trainings	5 points	N/A
6.5 Promote Public Transit and Other Mobility Strategies	6.5.3 - Through a process of community engagement, conduct a bicycle and/or pedestrian audit.	Your bicycle and/or pedestrian audit and a completed worksheet 1. If your audit report was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
6.5 Promote Public Transit and Other Mobility Strategies	6.5.4 - Create and formally adopt a bicycle and/or pedestrian plan that includes a vision statement, goals and objectives; an existing conditions analysis; recommendations on policy changes; and an implementation strategy.	Your officially adopted Bicycle and/or Pedestrian Plan, documentation of the plan adoption (such as meeting minutes, an internal memo, or similar verification), and a completed worksheet 2. If your Bicycle and/or Pedestrian Plan report was adopted more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
6.5 Promote Public Transit and Other Mobility Strategies	6.5.5 - Conduct a community mobility needs assessment.	The transportation needs assessment and a completed worksheet 3. If your community mobility needs assessment was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
6.5 Promote Public Transit and Other Mobility Strategies	6.5.6 - Provide shared mobility services, such as having your municipality partner with a bicycle-share, electric scooter or segway, or an electric car-share service. Other shared mobility services will be considered if financially supported by the municipality. The service must be currently operating in the year of submission.	A letter, contract or other written articulation of the collaboration between your municipality and your business or other community partner; the municipality's annual per capita spending level on those services.	Implementation Projects	15 points	N/A
6.6 Manage Municipal Fleets	6.6.1 - Manage Municipal Fleets <i>All elements must be completed to earn credit.</i>			10 points	N/A
6.6 Manage Municipal Fleets	6.6.1 a - Inventory the existing fleet, including the total quantity of vehicles (cars, carts, trucks, tractors, buses, construction equipment). Itemize the number of vehicles that have different fuel sources.	A completed worksheet 1. If your fleet inventory was created more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions		

6.6 Manage Municipal Fleets	6.6.1 b - Adopt a municipal fleet improvement plan that includes strategies such as: (see website for list). Note: Your municipal fleet improvement policy must plan a level of analysis deeper than a simple statement of one or more of the strategies above.	A copy of your officially adopted fleet management plan and documentation of the plan adoption (such as meeting minutes, an internal memo, or similar verification)	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions		
6.6 Manage Municipal Fleets	6.6.2 - Implement at least one strategy from your municipal fleet improvement policy. Examples include thorough descriptions of how your municipality may have started tracking fuel usage and idling or how many staff have completed a safety and sustainability training program. The strategy must have been implemented in the last three years.	A description of how the strategy was implemented and relevant documentation, such as verification of improved equipment specifications, purchase orders for new vehicles or equipment, sustainability and safety training materials, etc.	Implementation Projects	15 points	N/A

7. Renewable and Efficient Energy Infrastructure and Operations					
7.1 Benchmark and Track Energy Use	7.1.1 - <i>Track Energy Use in Municipal and Board of Education Buildings</i> : Maintain and track current data in ENERGY STAR Portfolio Manager or an equivalent platform, for all of the municipal and Board of Education buildings listed in the action as defined by ENERGY STAR. You must have at least two full years of benchmarking data within the past three years.	Submit the report generated through ENERGYSTAR Portfolio Manager or equivalent documentation. (Equivalent documentation should include the data and categories in the provided template.)	Data Tracking/Benchmarking and Meeting Performance Metrics	5 points	Yes
7.1 Benchmark and Track Energy Use	7.1.2- <i>Track Energy Use of Wastewater Treatment Plants</i> : Maintain and track current data in ENERGY STAR Portfolio Manager or equivalent platform for energy use by your municipality's water or wastewater treatment plants. You must have at least two full years of benchmarking data within the past three years.	Submit the report generated through ENERGYSTAR Portfolio Manager or equivalent documentation. (Equivalent documentation should include the data and categories in the provided template.)	Data Tracking/Benchmarking and Meeting Performance Metrics	5 points	Yes
7.2 Reduce Energy Use Across All Municipal Buildings	7.2.1 - <i>Achieve an Energy Efficiency Target in Municipal and Board of Education Buildings</i> All elements must be completed to receive credit.			Up to 100 points	
7.2 Reduce Energy Use Across All Municipal Buildings	7.2.1 a - Successfully Complete the Sustainable CT action: 7.1.1 Benchmark and Track Energy Use.	Proof of completion of action 7.1.1 Benchmark and Track Energy Use action.	Data Tracking/Benchmarking and Meeting Performance Metrics		
7.2 Reduce Energy Use Across All Municipal Buildings	7.2.1 b - Achieve an overall weighted energy use intensity reductions of at least 10% for the municipal buildings included in your benchmarking portfolio (see list under Action Benchmark and Track Energy Use) as compared to the baseline year. You may select a baseline year within the past five years of the year seeking Sustainable CT certification, and you may use different baseline years for different buildings if you have added buildings to your portfolio over time. Note: EPA PM automatically selects your baseline as the first 12 months of complete data for each building. 10 points will be awarded for each 10% interval reduction. You may select a Current Year (12 consecutive months of data) ending any time after April 1, 2021 (including more recent data). As a result of limited operations due to COVID, you may only submit data for buildings that have been in normal operations during the Current Year. "Normal operations" is defined as a building operating at 50% or greater capacity (as defined by operating hours or occupancy)	Submit the report generated through ENERGYSTAR Portfolio Manager or equivalent documentation showing energy use data compared to your baseline year. Your submission must clearly indicate the reduction in energy use and how you arrived at that number.	Data Tracking/Benchmarking and Meeting Performance Metrics		Yes
7.2 Reduce Energy Use Across All Municipal Buildings	7.2.2 a - Successfully complete the Sustainable CT action: 7.1.2 Benchmark and Track Energy Use for Waste Water Treatment Plants. Achieve measurable reductions in energy use for water treatment or wastewater treatment facilities. Earn 10 points for each 10% energy use reduction in water treatment or wastewater treatment facilities, as measured by MMBtu (million British Thermal Units) per million gallons throughput, against a baseline year (maximum 50 points). You may select a baseline year within the past five years of the year seeking Sustainable CT certification.	Submit the report generated through ENERGYSTAR Portfolio Manager or equivalent documentation showing energy use data compared to your baseline year. Your submission must clearly indicate the reduction in energy use and how you arrived at that number.	Data Tracking/Benchmarking and Meeting Performance Metrics	Up to 100 points	Yes

7.3 Achieve High Energy Performance for Individual Buildings	Achieve an Energy Efficiency or High Performance Target in Buildings <i>Note: ENERGY STAR Building certifications are valid for one year. LEED certifications are valid for the lifetime of the building. For this reason, Action 7.3.1 is eligible for points if the ENERGY STAR Building certification was received within the last three years and Actions 7.3.2 and 7.3.3 are eligible for points.</i>			Up to 50 points for 7.3.1 and 7.3.2; plus up to 40 points for 7.3.3	Yes
7.3 Achieve High Energy Performance for Individual Buildings	7.3.1 - Achieve a score of 75 or above for at least one municipal/Board of Education building in ENERGY STAR Portfolio Manager and achieve Energy Star certification by the US EPA .		Proof of ENERGY STAR Building certification by uploading one of the following: 1) documentation confirming Energy Star building certification for each building; or 2) link to URL for your building on ENERGY STAR Labeled Buildings and Plants webpage. Your ENERGY STAR building certification must have been received in the last three years	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points per building
7.3 Achieve High Energy Performance for Individual Buildings	7.3.2 - OR Achieve LEED Silver (or higher) certification for at least one municipal/Board of Education building.		Proof of LEED Silver (or higher) status by uploading one of the following: 1) documentation from the US Green Building Council confirming LEED silver (or higher) status; 2) link to URL for your building on US Green Building Council Projects website; or 3) equivalent documentation.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points per building
7.3 Achieve High Energy Performance for Individual Buildings	7.3.3 - Achieve net zero status for at least one municipal/Board of Education building, demonstrating one or more of any one of the following: net zero carbon emissions, net zero energy use, net zero water use, or net zero waste. Net zero status must be verified or certified by Leed ZERO, the International Living Future Institute, the New Buildings Institute, or equivalent.		Proof of net zero status by uploading one of the following: 1) documentation from the verifying entity confirming net zero status; 2) link to URL for your building on the verifying entity's website; or 3) equivalent documentation.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	20 points per building
7.4 Increase Use of Renewable Energy in Municipal Buildings	7.4.1 a - Successfully Complete the Sustainable CT action: 7.1.1 Benchmark and Track Energy Use.		Proof of successful completion of action 7.1.1 Benchmark and Track Energy Use , which can be achieved by responding to the SCT Portfolio Manager data request. Previous energy calculators are no longer eligible for Sustainable CT credit	Data Tracking/Benchmarking and Meeting Performance Metrics	5 points
7.4 Increase Use of Renewable Energy in Municipal Buildings	7.4.1 b - Power municipal buildings (including Board of Education) with electricity produced by on-site solar installation and/or via virtual net metering. Electricity produced by the on-site installation and via virtual net metering will count towards this action. 10 points will be awarded for each 10% of your energy use that is powered by renewable sources. The purchase of renewable energy certificates (RECs) can also earn credit toward your municipality's increased renewable energy use. For more information, click here.		Submit the report generated through ENERGY STAR Portfolio Manager or equivalent documentation showing the percent of total energy use powered by renewable sources. Your submission must clearly indicate the percent of municipal building energy use powered by municipal sources and how you arrived at that number.	Data Tracking/Benchmarking and Meeting Performance Metrics	Up to 100 points
7.4 Increase Use of Renewable Energy in Municipal Buildings	7.4.2 - Participate in a solar energy installation. This participation may be in the form of providing funding or space on municipal land or buildings or participating as an off taker of an installation's generation. To earn points under this action, solar installations must be a minimum size of 40kW or generate 40,000 kWh per year. Solar energy installations must have been completed within the last three years to be eligible for points.		A brief description of the renewable energy installation, including the system size (in kW or kWh), location, installation date; documentation of your municipality's participation in the installation; and documentation that the system is actively in use at the time of submission.	Implementation Projects	15 points per solar installation, up to 45 points
7.5 Develop a Municipal Energy Plan	7.5.1 - Municipal Energy Plan: <i>all elements must be completed to receive credit</i>			Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points
7.5 Develop a Municipal Energy Plan	7.5.1 a- Develop a plan that includes energy tracking and management, energy reduction goals and actions, and clean energy goals and actions.				
7.5 Develop a Municipal Energy Plan	7.5.1 b- Formally adopt the Municipal Energy Plan through a municipal process.			Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	
7.5 Develop a Municipal Energy Plan	7.5.2 - Residential Business Energy Plan: <i>all elements must be completed to receive credit</i>				

7.5 Develop a Municipal Energy Plan	7.5.2 a - Identify how your municipality will track residential and business sector energy use.	A description of how you will measure and track residential and business sector energy use on an ongoing basis.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A	
7.5 Develop a Municipal Energy Plan	7.5.2 b - Calculate current residential and business sector energy use and renewable energy.	Your current residential and business sector energy use and renewable energy generation potential.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions			
7.5 Develop a Municipal Energy Plan	7.5.2 c - Adopt a target for energy use reduction in the residential and business sectors of your community (minimum 10%). Identify strategies that will help your community achieve these goals.	Your energy use reduction target and accompanying strategies for the residential and business sectors.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions			
7.5 Develop a Municipal Energy Plan	7.5.2 d - Formally adopt the Residential and Business Energy Plan.	A copy of the Residential and Business Energy Plan and proof of formal municipal adoption (such as meeting minutes, an internal memo, or similar verification). If your Residential and Business Energy Plan was adopted more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions			
7.6 Install Efficient Exterior Lighting	7.6.1 - Create a streetlight inventory and perform a lighting needs assessment, detailing what to light, when to light, and at what level. Your inventory and assessment should include the locations and light fixture type or description for all streetlights.	A copy of your streetlight inventory and lighting needs assessment. If your streetlight inventory was created more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	Yes	
7.6 Install Efficient Exterior Lighting	7.6.2 - Convert ALL municipally owned exterior decorative lighting and exterior park lighting (excluding athletic facilities) to LEDs. Lights must have been converted in the last three years.	Documentation of conversion of all exterior decorative lighting and park lighting (excluding athletic facilities).	Implementation Projects	15 points	Yes	
7.7 Implement a Community Energy Campaign	7.7.1 - Implement a community energy campaign to promote adoption of energy practices or technologies. Your campaign must include at least 3 events (virtual or in person) that have already taken place; these 3 events must have taken place within a total span of 1 year. The full campaign must have occurred within the last 3 years to be eligible for credit. Promotion for events does not count as an event.	A completed worksheet 1, and at least one example of educational materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points per campaign, 30 points maximum	Yes	
7.8 Complete Energy Audits of Municipal Buildings	7.8.1 - Complete an energy audit of a municipal building that uses more than 20,000 kwh per year of electricity: Complete an ASHRAE (American Society of Heating, Refrigerating, and Air Conditioning Engineers) level 2 or level 3 energy audit of a municipal building to identify and prioritize energy savings opportunities. The audit must have been completed in the last three years.	Proof of a completed ASHRAE level 2 or level 3 audit, in the form of a copy of the audit report for each municipal building.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points per building, maximum of 40 points	Yes	
7.9 Participate in and Promote C-Pace Program	7.9.1 - Pass a municipal resolution to opt-in to C-PACE, sign a legal agreement with C-PACE, and post a link to information about C-PACE on your municipality's website. After passing your C-PACE resolution, ongoing events and education initiatives qualify for additional points. Your municipality can earn points for a C-PACE resolution passed at any point in the past.	A certified copy of your municipality's legal agreement with C-PACE. Please also submit a screenshot of a link to https://www.cpace.com/Building-Owner on your municipality's website.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	Yes	Ledyard's C-PACE resolution will earn you 20 points! Upload the legal agreement here and make sure to add C-PACE to the municipal website.
7.9 Participate in and Promote C-Pace Program	7.9.2 - Encourage Local Building owners to access C-PACE Financing			5 OR 10 points	N/A	

7.9 Participate in and Promote C-Pace Program	7.9.2 - Organize at least one educational events, or conduct educational outreach to individual property owners, encouraging them to access C-PACE financing. Events or outreach must have occurred in the last three years	Depending on the specific strategy or combination of strategies you chose, submit a list of the education event(s) and the date(s) of the event(s); or any other documentation that verifies your municipality's efforts to encourage local building owners to access C-PACE financing, and the outcomes of your outreach (e.g. level of response/participation, referrals to C-PACE program).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	5 points	N/A		
7.9 Participate in and Promote C-Pace Program	7.9.3 - In coordination with CT Green Bank, identify properties and property owners ideal for green energy projects, and reach out for participation in C-PACE. Have a combination of your Economic Development Director/Coordinator/members of the Economic Development Commission, Town Assessor, Town Manager, Planner, or similar attend a program overview call with the CT Green Bank	A list of projects (by building)approved for and closed on C-PACE financing. Projects must have been completed in the last three years	Implementation Projects	10 points	Yes		
7.9 Participate in and Promote C-Pace Program	7.9.3 - Earn credit for C-PACE projects approved by the Green Bank for commerical and industrial buildings undertaking clean energy improvements. Municipalities with fewer than 5 projects may earn 5 points, and those with 5 or more projects may earn 10 points.	A list of projects (by building)approved for and closed on C-PACE financing. Projects must have been completed in the last three years	Implementation Projects	5 or 10 points	Yes		
7.10 Support Battery Storage Solutions	7.10.1 - Educate residents and/or business owners in your municipality on battery storage system opportunities and incentives, through an educational event or by providing outreach materials. Events or outreach must have occurred in the last three years.	A copy of the memo, including which regulations were reviewed. If your review was completed more than three years ago, also include a brief description of how the memo is still relevant and used by your municipality.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A		
7.10 Support Battery Storage Solutions	7.10.2 - Review zoning regulations and identify restrictions that intentionally or unintentionally prohibit battery storage systems. Complete worksheet 1.	the required worksheet 1. If your review was completed more than three years ago, also include a brief description of how the memo is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A		
7.10 Support Battery Storage Solutions	7.10.2 - Install a battery storage system in a municipal or Board of Education building. The battery storage system installation must have been completed in the last three years.	A brief description of the energy storage or battery storage system, including location, installation date, and what type of renewable energy is being stored by the battery system.	Implementation Projects	15 points	Yes		
8. Inclusive Engagement, Communication and Education							
8.1 Hold a Sustainability Event	8.1.1 - Support and hold a sustainability event, track data and evaluate. You must complete all of the following submission steps for each event.		Events, Meetings, Trainings	<ul style="list-style-type: none"> - Hold between 1 and 4 sustainability events = 5 points - Hold between 5 and 9 sustainability events = 10 points - Hold between 10 and 14 sustainability events = 15 points - Hold 15 or more sustainability events = 20 points 	N/A		
8.1 Hold a Sustainability Event	8.1 Hold a Sustainability Event	The Hold a Sustainability Event worksheet, which includes the date of the event, a description of the event that identifies the sustainability focus or practice, a description of the municipal support provided, the number of participants; highlights, lessons learned, and/or next steps; and event partners (if relevant)			N/A		
8.1 Hold a Sustainability Event	8.1.1 b - Provide municipal support for the event. Municipal support can include one of the following: financial support, use of a municipal building to hold the event, municipal staff support, or meaningful public outreach provided by the municipality.				N/A		
8.1 Hold a Sustainability Event	8.1.1 c - Track the number of event attendees. Identify the highlights, lessons learned, or next steps. Identify partners, if relevant (e.g., community organizations, other municipalities).				N/A		
8.2 Provide Effective Community Communications	8.2.1 - Provide effective community communications: All elements must be completed to receive credit.				N/A		
8.2 Provide Effective Community Communications	8.2.1 a - Develop your communications strategy.	A copy of your communications strategy and a completed worksheet. If your communications strategy was completed more than three years ago, include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	15 points	N/A		
8.2 Provide Effective Community Communications	8.2.1 b - Implement at least one element your municipal communications strategy.	A description of how your communications strategy is being implemented. If your communications strategy was completed more than three years ago, include a brief description of how it is still relevant and used by your municipality.					

Sustainable CT is happy to coordinate a workshop for C-PACE outreach with experts at the greenbank to earn extra points here! More info: <https://sustainablect.org/cpace>

A sustainability event can be any event from Jan 1. 2023-present that has something to do with our 12 action categories- not just environmental sustainability!

8.3 Train Municipal Representatives	8.3.1 - Train members of your land use commission(s) at regularly scheduled or special meetings of the commission(s), as listed (see website).	A completed worksheet 1, a list of all commissioners who attended the meeting where training took place, and at least one piece of documentation related to the training meeting (such as meeting minutes, a presentation, or similar).	Events, Meetings, Trainings	5 points	N/A
8.3 Train Municipal Representatives	8.3.2 a - Send at least three members of your Inlands Wetlands Commission to your Inlands Wetlands Commission to CT DEEP's Training for Municipal Inland Wetlands Agencies. The training must have taken place in the last three years.	A list of Inland Wetland Commissioners who attended the training; date of attendance; and an agenda or brief description of the content covered.	Events, Meetings, Trainings	5 points	N/A
8.3 Train Municipal Representatives	8.3.2 b. During a regularly scheduled, public meeting of the commission, hold a discussion of what commissioners learned in their training and how the content of the training can be incorporated into the commission's work and responsibilities	Meeting minutes showing the commission's discussion of training content.	Events, Meetings, Trainings	5 points	N/A
8.4 Support Community Match Fund (CMF) Project and Civic Engagement	8.4.1 - Earn credit for CMF projects that were fully implemented in your municipality. The CMF project must have been implemented within the past three years, and the post-implementation survey must have been completed by the project leader	A list of completed CMF projects. The list may be obtained by contacting funding@sustainablect.org.	Implementation Projects	1-2 Community Match Fund projects = 5 points 3-5 Community Match Fund Projects = 10 points 6 or more Community Match Fund Projects = 15 points	N/A
8.5 Engage in a Sustainable CT Mentorship with Other Municipalities	8.5.1 - Mentor to, or seek a mentorship with, other towns on implementation of specific Sustainable CT actions. To receive points, your municipality must demonstrate some meaningful role in mentoring to, or seeking advice from, another town(s) on action implementation. Mentor/mentee partnerships must have been active in the last three years.	A completed Worksheet 1. Each mentor/mentee partnership must be documented separately (up to three entries per worksheet).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points for each action collaborated on, up to 15 points	N/A
8.6 Collaborate with Other Municipalities on Sustainability Actions	8.6.1 - Lead new initiatives that result in implementation of Sustainable CT actions regionally or in collaboration with other municipalities.	A completed worksheet 1. Each regional action must be documented separately (up to three entries per worksheet). Please note: You must also submit for the new action(s) to which the collaboration was applied in the corresponding submission page(s).	Implementation Projects	15 points, up to 45 points	N/A
8.7 Engage with Youth on Community Sustainability	8.7.1 - Support youth-led sustainability projects in your community. Municipality must actively support projects.	A completed worksheet 1.	Implementation Projects	5 points, up to 15 points	N/A
8.8 Earn a Green Schools Designation	8.8.1 - Participate in the COEEA Connecticut Green LEAF School program. Schools may participate individually, or whole school districts may participate. Public schools serving a single municipality or serving a regional district are eligible for credit; private schools are not eligible.	Documentation of at least one public school in your municipality or regional school district participating in Green LEAF Schools. You may submit your certificate from COEEA as your documentation.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 - 20 points	N/A
8.8 Earn a Green Schools Designation	8.8.2 - Receive a U.S. Department of Education Green Ribbon School designation for a public school in your municipality or regional school district.	Documentation of a public school in your municipality or regional school district being recognized as a U.S. Department of Education Green Ribbon School.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	20 - 40 points	N/A

9. Strategic Materials Management

9.1 Report Materials Management Data and Reduce Waste	9.1.1 a - Identify the town's staff member(s) responsible for collecting data on municipal solid waste and recycling and reporting that data to the CT DEEP. Ensure that your municipality is up to date with submitting the annual Municipal Recycling Report to DEEP	Your completed worksheet 1 on residential solid waste disposed per capita for two full years of data within the past three years and evidence that you publicly disseminated the residential solid waste disposed per capita for two full years of data on your community's website, through municipal social media or through any other platform appropriate for your municipality. Only the final calculated solid waste disposed per capita for the year needs to be posted on the website. It is not necessary to post the completed worksheets or the DEEP reporting forms on your municipality's website though you may. To document posting of your data online, please provide the electronic file or a screenshot, and a link	Data Tracking/Benchmarking and Meeting Performance Metrics	5 points	Yes
9.1 Report Materials Management Data and Reduce Waste	9.1.1 b - Use this required worksheet 1 to calculate residential solid waste generated per capita. You can view an example of a completed worksheet 1 here. If your municipality collects solid waste directly, or through a municipal contract, you already have the data required. If your municipality registers haulers to operate as a subscription service for residents, gather data from each hauler that operates in your community. If your municipality does not register haulers (as required under Sec 22a-220a), contact DEEP for resources on how to do so. You may opt to register only haulers that agree to provide residential solid waste and recycling data to the municipality. Haulers that collect from multiple municipalities or that combine residential and commercial solid waste can provide good-faith estimates apportioning the total haul residential waste and by town.				

9.1 Report Materials Management Data and Reduce Waste	<p>9.1.1. c - Make publicly available annual data for residential solid waste generated disposed per capita for at least two full years of data within the past three years. Data for each year runs from July 1 of one year to June 30 of the following year (the fiscal year). You might refer to DEEP's webpage (forthcoming) on statewide metrics for a more complete understanding of the importance of tracking per capita disposal and the statewide averages for comparison purposes</p>				
9.1 Report Materials Management Data and Reduce Waste	<p>9.1.2 - Reduce residential solid waste disposed per capita by at least 10% compared to a baseline year within the past 5 years., use required worksheet 2</p>	<p>A completed worksheet 1 for your community's residential solid waste generation disposed per capita for the baseline year, a completed worksheet for the most complete fiscal year within the past three years, and a statement of the percent change between the two reported numbers, and a completed worksheet 2 describing a brief summary of the actions taken by the municipality to reduce waste.</p>	Data Tracking/Benchmarking and Meeting Performance Metrics	Up to 100 points	Yes
9.2 Implement Unit-based Pricing	<p>9.2.1 - Build a Unit Based Pricing Task Force or use your Sustainability Team to facilitate the completion of steps needed for the ultimate Unit Based Pricing program implementation</p>	<p>A completed Unit-Based Pricing Task Force Worksheet 1 and at least one additional piece of documentation related to the meetings, such as a promotional flyer, an agenda, minutes, presentations, or photographs. If any of steps a, b, or c were completed more than three years ago, include a brief description of how the Task Force's efforts are still relevant and used by your municipality.</p>	Committee/Task Force/Position Creation	5 points	N/A
9.2 Implement Unit-based Pricing	<p>9.2.2 - Conduct research, an analysis, and internal education regarding Unit Based Pricing program adoption.</p>	<p>A completed Unit Based Pricing program worksheet 2, inclusive of the required elements above.</p>	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A
9.2 Implement Unit-based Pricing	<p>9.2.3 - By municipal resolution, ordinance or other implementation mechanism, adopt a Unit Based Pricing program.</p>	<p>Documentation showing the implementation of Unit Based Pricing (i.e. resolution or ordinance formally adopted by your governing body, meeting minutes or a letter from your chief elected official or legislative body)</p>	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	20 points	N/A
9.3 Recycle Additional Materials	<p>9.3.1 - Create infrastructure to recycle additional materials that Connecticut law has not designated as mandatory recyclable items and provide education to promote participation in these recycling programs. Non-mandated items include rigid non-HDPE and non-PETE plastic containers, textiles, non-mandated batteries, and items covered under the Connecticut Product Stewardship program. You may target education and implementation to specific populations, such as residents or schools being mindful of any potential barriers to participation.</p>	<p>A completed worksheet 1 and evidence of current implementation for each non-mandated material recycled (such as a municipal contract, ordinance, partnership letter, website hyperlink with screenshot, or annual report listing your municipality as a recycling program participant, or other documentation). If you collaborated with a nonprofit or business to collect or recycle the recycled material, you must submit a partnership letter or alternative documentation of the partnership that specifies that services to recycle the material have been provided within the past three years (please describe in the "partners" box of your submission). Alternative documentation could include a website hyperlink and screenshot of the website or annual report of the partner organization which lists your town as participating in the recycling program. Documentation must show the item is being recycled, not just collected and disposed.</p>	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points for each non-mandated material recycled, up to 40 points	N/A
9.4 Compost Organic Waste	<p>9.4.1 - Implement a program to divert food waste or other non-mandated organic waste that diverts source - separated organics from disposal for composting at a municipal facility or at an off-site permitted composting or anaerobic digestion facility.</p>	<p>Evidence of current implementation for each food waste or non-mandated organic waste program (such as a municipal contract, ordinance, partnership letter, website hyperlink with screenshot, or annual report listing your municipality as a compost program participant, or other documentation). If you collaborated with a nonprofit or business to collect or compost organic waste, you must submit a partnership letter or alternative documentation of the partnership that specifies that services have been provided within the past three years (please describe in the "partners" box of your submission). Alternative documentation could include a website hyperlink and screenshot of the website or annual report of the partner organization which lists your municipality as participating in the organics waste diversion program.</p>	Implementation Projects	15 points per program, up to 30 points	N/A

Mattress recycling can earn points here:
<https://www.ledyardct.org/190/Bulky-Waste>

9.5 Promote Waste Reduction and Reuse	9.5.1 - Sponsor or host outreach or a program to educate residents and/or business owners in your community about food waste prevention. Examples of programs eligible for points under this Action are listed below. Outreach or programs must have taken place in the last three years.	A brief overview of program (suggested 5 sentences maximum), including target audience; at least one example of materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
9.5 Promote Waste Reduction and Reuse	9.5.2 - Sponsor or host outreach a program to educate residents and/or business owners in your community about waste contamination (i.e., placing materials that cannot be recycled in the recycling bin) and the importance of properly sorting waste and recyclables.	A brief overview of program (suggested 5 sentences maximum), including target audience; at least one example of materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
9.5 Promote Waste Reduction and Reuse	9.5.3 - Implement a campaign to promote recycling, composting, or food waste prevention in your community. Be sure to identify a target audience (e.g., all residents, low- to moderate-income residents, local businesses, multifamily property owners) and tailor your outreach to the audience. Your campaign must include at least 3 events (virtual or in person) that have already taken place; these 3 events must have taken place within a total span of 1 year. The full campaign must have occurred within the last 3 years to be eligible for credit. Promotion for events does not count as an event.	A completed worksheet 1, and at least one example of educational materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 - 30 points	N/A
9.5 Promote Waste Reduction and Reuse	9.5.4 - Host or support initiatives in your community that promote waste prevention, waste reuse, and/or waste reduction. These programs must be long-term, available to residents, business owners, or other community members year-round, and allow for the collection and/or exchange of a broad range of items. Programs must have taken place in the last three years, though they may be part of a longer-term initiative.	A brief written description of your waste reduction or reuse initiative, including information about how your municipality hosts or supports the program; and at least one example of promotional materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s). If you collaborated with a nonprofit or business to host the program, you must submit a partnership letter or equivalent documentation of the partnership.	Implementation Projects	15 - 30 points	N/A

10. Optimal Health and Wellness Opportunities

10.1 Encourage an Equitable and Just Food System	10.1.1 - Form an actively engaged local or regional Food Policy Council or Food Alliance, Coalition, or Commission. The committee must be active and meet at least annually.	A list of names and titles/sectors of current members of the food systems team; the date of the most recent meeting; and at least one additional piece of documentation related to the meetings, such as a promotional flyer, an agenda, minutes, presentations, or photographs	Committee/Task Force/Position Creation	5 points	N/A
10.1 Encourage an Equitable and Just Food System	10.1.2 - Conduct a Community Food Assessment <i>All elements must be completed to receive credit.</i>				
10.1 Encourage an Equitable and Just Food System	10.1.2 a - Gather data on at least 10 indicators of food access. These 10 indicators must come from the list of data indicators in Appendix A. This baseline data collection will help explain why residents are making certain food choices based on convenience, availability, and affordability.				
10.1 Encourage an Equitable and Just Food System	Using the baseline data to prompt discussion, host at least three dialogues on priorities and strategies for improving food access. This input should come directly from residents as well as community leaders and members of citizen boards and committees of the municipality (e.g. Health Services, Youth Services, School Board, etc.).	The Community Food Assessment Report and a completed worksheet 1; a brief description of the three community dialogues held in the development of the Community Food Assessment Report; a screenshot of the website and hyperlink to the Report on the municipal website. If your Community Food Assessment Report was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
10.1 Encourage an Equitable and Just Food System	Compile information gathered on the 10 selected indicators into a Community Food Assessment Report.				
10.1 Encourage an Equitable and Just Food System	Following completion of the Community Food Assessment Report, distribute the assessment to relevant municipal departments and community partners. Present the report at a public meeting of your municipal governing body, and make the report available for public viewing on the municipality's website.				

10.1 Encourage an Equitable and Just Food System	10.1.3 - Using an inclusive process for resident and stakeholder participation, create an equitable Community Food Action Plan to ensure that all community members can access sustainable, nutritious healthy food.	Your officially adopted Community Food Action Plan, documentation of the plan adoption (such as meeting minutes, an internal memo, or similar verification), and a completed worksheet 2. If your Community Food Action Plan was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
10.1 Encourage an Equitable and Just Food System	10.1.4 - Hold a community food forum to discuss building a more equitable food system in your municipality or region. The community food forum must have taken place in the last three years.	A brief overview of the community food forum (suggested 5 sentences maximum), including target populations (if any) and topics discussed; date of the forum; and at least one example of educational materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Events, Meetings, Trainings	5 points	N/A
10.2 Conduct Health Impact Assessments	10.2.1 - Have your elected officials and/or staff members and/or members of a relevant commission participate in training on performing health impact assessments. The training must have taken place in the last three years.	The names and titles of the individuals who attended the training, date of attendance, the organization that provided the training, and an agenda or brief description of the content covered.	Events, Meetings, Trainings	5 points	N/A
10.2 Conduct Health Impact Assessments	10.2.2 - Conduct a health impact assessment on a proposed project, initiative, or policy in the community.	A copy of the health impact assessment, a completed worksheet, evidence that the health impact assessment was strategically disseminated, and a link to the health impact assessment on your municipality's website. If your Health Impact Assessment was completed more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
10.3 Improve Air Quality in Public Spaces	10.3.1 - Gather local and regional data on tobacco use in the community and research effective educational and policy strategies to reduce smoking and tobacco use in the community.	A completed worksheet 1. If your data collection and research were completed more than three years ago, also include a brief description of how they are still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
10.3 Improve Air Quality in Public Spaces	10.3.2 - Implement or maintain a smoking and tobacco use reduction campaign. Your campaign must include at least 3 events (virtual or in person) that have already taken place; these 3 events must have taken place within a total span of 1 year. The full campaign must have occurred within the last 3 years to be eligible for credit.	A completed worksheet 2 and at least one example of educational materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	10 points	N/A
10.3 Improve Air Quality in Public Spaces	10.3.3 - Adopt one or more policies designed to reduce tobacco use in the municipality.	A copy of resolution or, ordinance formally adopted by your governing body and documentation that the resolution or ordinance has been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A
10.3 Improve Air Quality in Public Spaces	10.3.4 - Provide education to residents, municipal employees, and/or local businesses to prevent excessive idling of motor vehicles.	A brief overview of outreach (suggested 5 sentences maximum); date of event (if applicable); and at least one example of educational materials disseminated in the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	5 points	N/A
10.4 Develop and Promote Community Growing Spaces	10.4.1 - Develop and promote inclusive spaces and programs that provide opportunities for residents to engage in local farming, gardening, or other forms of horticulture or plant cultivation.	A photo of at least one growing space; a description of what the spaces are and what's being grown, how you connected with residents and made them aware of the space(s) and how residents can access the space(s). If the growing space was established more than three years ago, please also describe what work is currently being done to keep your garden space relevant and engaging.	Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding	15 points	N/A

This webinar can be watched for points:
<https://www.youtube.com/watch?v=UcXC7YJ99-c&t=252s>

10.5 Support Equitable Food Access and Local Farmers	10.5.1 - Host a farmers' market in your municipality, or in partnership with neighboring municipalities	A brief description or how your municipality supports the farmers market (beyond promotion and advertising), the market calendar or schedule for the year in which your municipality is applying for certification, the location of the farmers' market, and a hyperlink or screenshot of promotion/outreach for the farmers' market on your municipality's website or other sample outreach material. <i>The market must have been running within the last three years, with at least six market dates in one calendar year.</i>	Implementation Projects	15 points	N/A
10.5 Support Equitable Food Access and Local Farmers	10.5.2 - Directly or through community partnerships, encourage and support at least one farmers' market to accept Farmer Market Nutrition Program (FMNP) vouchers and the Connecticut Electronic Benefit Transfer (EBT) card, which is the payment method for Supplemental Nutrition Assistance Program (SNAP) benefits.	Documentation that a farmstand or farmers market in your municipality accepts FMNP and/or SNAP/EBT payment in the year in which your municipality is applying for certification; names and locations of farmers markets included; an example of communications or promotion of these payment methods (such as a newsletter, social media post, flyer, etc.).	Implementation Projects	15 points awarded for implementing acceptance of each FMNP and EBT, up to 30 points total for both	N/A
10.5 Support Equitable Food Access and Local Farmers	10.5.3 - Improve the accessibility of farmers markets, making it easier for all populations, especially low-income residents, to reach the market and shop there. Improvements must have been implemented in the last three years.	A description of how your municipality improved accessibility of local farmers markets and relevant documentation, such as invoices for shuttle bus service to markets or photos of a pop-up market; dates when the improvements were completed.	Implementation Projects	15 points per improvement, up to 30 points	N/A
10.6 Plan and Prepare for Extreme Heat	10.6.1 Plan for a municipal or regional heat emergency. This may be a standalone planning process or a part of municipal or regional emergency operations planning. <i>The more you do the more points you earn.</i>			Up to 30 Points	N/A
10.6 Plan and Prepare for Extreme Heat	10.6.1 a. - Assemble a committee that will be responsible for at least one of the following duties: to assess and plan for heat emergencies, to develop a formal heat emergency plan, and to respond to heat emergencies. The committee must be active and meet at least annually.	A list of names and titles/sectors of current members of committee; the date of the most recent meeting; and at least one additional piece of documentation related to the meetings such as a promotional flyer, an agenda, minutes, presentations, or photographs	Committee/Task Force/Position Creation	5 points	N/A
10.6 Plan and Prepare for Extreme Heat	10.6.1 b. - Conduct a heat assessment, using the Connecticut Institute for Resilience & Climate Adaptation (CIRCA) heat vulnerability index, the National Oceanic and Atmospheric Administration Future Heat Events and Social Vulnerability map, or similar tool.	A copy of the completed heat assessment and a completed worksheet 1. If your heat assessment was conducted more than three years ago, also include a brief description of how it is still relevant and used by your municipality	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A
10.6 Plan and Prepare for Extreme Heat	10.6.1 c. - Identify and disseminate extreme heat educational materials to residents and and/or businesses. If this is a long-term, ongoing education and outreach program, there must have been activity in the last three years.	An overview of your outreach strategy (5 sentences maximum), including target populations (if any) and at least one example of the materials disseminated the last three years, which could include flyers, articles, letters, newsletters, presentations, or digital communications. These materials must pertain to extreme heat and not just general emergency management. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	5 points	N/A
10.6 Plan and Prepare for Extreme Heat	10.6.1 d. - Complete a heat emergency plan.	Your municipality's officially adopted heat emergency plan, documentation of the plan adoption (such as meeting minutes, an internal memo, or similar verification) and a completed worksheet 2. If your heat emergency plan was adopted more than three years ago, also include a brief description of how it is still relevant and used by your municipality.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	Yes
10.6 Plan and Prepare for Extreme Heat	10.6.2 Inventory, create, and improve cooling centers. <i>The more you do the more points you earn.</i>			Up to 40 points	N/A
10.6 Plan and Prepare for Extreme Heat	10.6.2 a. -Inventory: Assess existing cooling centers in the municipality or region, and complete worksheet 3		Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	10 points	N/A

Farmers Market can earn credit here: <https://www.ledyardfarmersmarket.org/>

10.6 Plan and Prepare for Extreme Heat	<p>10.6.2 b. - Create: Identify neighborhoods or areas that are lacking in easily accessible cooling centers. Work with public and private property owners, residents, and community organizations to identify new sites for cooling centers. Add new cooling centers to worksheet 3, and post the locations, hours, and amenities on your municipal website. New cooling centers must have been opened in the last three years to be eligible for points.</p>	<p>A completed worksheet 3; for privately owned spaces used as cooling centers, submit documentation of a formal agreement between the municipality and property owner (such as a letter, memorandum of understanding, etc.). If your cooling center inventory was created more than three years ago, also include a brief description of how it is still relevant and used by your municipality.</p>	<p>Implementation Projects</p> <p>15 points</p> <p>Yes</p>
10.6 Plan and Prepare for Extreme Heat	<p>10.6.2 c. - Improve: Add at least one amenities (see list in worksheet 3 for examples; other amenities not listed may also be added) to an existing cooling center. Submit an updated worksheet 3 reflecting the new features. Improvements to cooling centers must have been made in the last three years to be eligible for points.</p>		<p>Implementation Projects</p> <p>5 points per amenity, up to 15 points</p> <p>Yes</p>
10.7 Improve Outdoor Access for All	<p>10.7.1 - Host an event promoting or facilitating access to the outdoors in your community. Examples may include, but are not limited to: guided hikes, bird watching events, or community bike rides. The event must have taken place in the last three years to be eligible for points.</p>	<p>A brief overview of the event (suggested 5 sentences maximum), including the target audience (if any); date of workshop; and at least one example of educational materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s). If the event was not hosted by the municipality, also include a brief statement explaining how the municipality partnered with the host.</p>	<p>Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding</p> <p>5 points</p> <p>N/A</p>
10.7 Improve Outdoor Access for All	<p>10.7.2 - Through a process of community engagement, perform an on-site assessment of the current accessibility of an open space area in your municipality, and identify possible accessibility or other improvements (see list below in Action 10.7.3 for examples of possible improvements) for the open space area.</p>	<p>A completed worksheet 1. If your open space assessment was conducted more than three years ago, include a brief description of how it is still relevant and used by your municipality.</p>	<p>Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions</p> <p>10 points</p> <p>N/A</p>
10.7 Improve Outdoor Access for All	<p>10.7.3 - Improve an open space parcel in your municipality (i.e., improving access, improving habitat, etc.). Improvements must be outside of routine maintenance, and improvements to athletic fields and/or courts are not eligible for points.. Any invasive species management or mitigation work should be submitted under Sustainable CT Action 3.10 Facilitate Invasive Species Education and Management. Improvements must have been made in the last three years to be eligible for points.</p>	<p>A brief description of the open space improvement, the parcel where the improvement(s) was made, date it was completed, and relevant documentation, such as a purchase order for new seating.</p>	<p>Implementation Projects</p> <p>15 points per improvement, up to 30 points</p> <p>N/A</p>
11. Healthy, Efficient and Diverse Housing			
11.1 Implement an Affordable Housing Plan	<p>11.1.1 - Create a housing committee with diverse membership, ideally reflective of the demographics of your community and regions. The committee must be active and meet at least annually.</p>	<p>A list of names and titles/sectors of current members of the housing committee; the date of the most recent meeting; a description of its community engagement process and communication strategy; and at least one additional piece of documentation related to the meetings.</p>	<p>Committee/Task Force/Position Creation</p> <p>5 points</p> <p>N/A</p>
11.1 Implement an Affordable Housing Plan	<p>11.1.2 - Analyze and present data on housing in your municipality. All elements must be completed to receive credit.</p>		
11.1 Implement an Affordable Housing Plan	<p>11.1.2 a - Create, expand or maintain your community's housing data profile, starting with information in the most recent available municipal housing data profiles produced by the Partnership for Strong Communities. Analyze the data and describe the implications of the data for your community's housing future by filling in worksheet 1 (required, 10 points). You may also look at potential additional data points outlined in this worksheet 2 (optional, 5 additional points). Worksheet 1 must be completed using the most recent housing data profile.</p>	<p>Your most recent municipal Partnership for Strong Communities housing data profile and other data, a completed</p>	<p>Data Tracking/Benchmarking and Meeting Performance</p> <p>10 or 15 points, if additional data is gathered as described in worksheet 1</p> <p>N/A</p>

11.1 Implement an Affordable Housing Plan	<p>11.1.2 b - Present and discuss your municipality's most recent housing data profile and your analysis of it as part of a community conversation, led by your community's housing committee (if you have one), with participation from a broad group of stakeholders, including one or more members of your municipality's legislative body and planning and zoning commission (or equivalent entity).</p>	<p>worksheet 1 (required); and the date on which you presented the data at a public meeting and which meeting. If pursuing the optional additional 5 points for looking at potential additional data indicators, also submit worksheet 2.</p>	<p>Metrics</p>			
11.1 Implement an Affordable Housing Plan	<p>11.1.3 - Implement strategies identified in the Affordable Housing Plan adopted by your municipality and submitted to the CT Office of Policy and Management (as required by state statute).</p> <p>Educational events or workshops earn 5 points and must have taken place in the last three years; campaigns earn 10 points and must have been active in the last three years; funding allocations earn 10 points and must have been made in the last three years; assessments, inventories, and similar strategies earn 10 points and may have been completed at any time, as long as your municipality demonstrates that they are still relevant; project implementation earns 15 points and must have been completed in the last three years; and municipal policy changes earn 20 points and may have been completed at any time.</p>	<p>A copy of your officially adopted Affordable Housing Plan; a completed worksheet 3, and documentation of the adopted strategy. For example: for a zoning change, submit the officially adopted zoning revision with the relevant portions highlighted; for an inventory of municipal properties suitable for affordable housing development, submit the inventory and, if completed more than three years ago, a statement of how it is still relevant and used by your municipality; for a housing affordability program, submit a description of the program, number of participants, and outreach strategy; for an educational event, submit a description of the event, date of the event, number of participants, and a sample of educational material used or presented.</p>	<p>Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions</p>	<p>5-50 points</p>	<p>N/A</p>	
11.2 Grow Sustainable and Affordable Housing Options	<p>11.2.1 - Identify the current percentage of affordable housing in the community.</p>	<p>A copy of the most recent annual Connecticut Department of Housing Affordable Housing Appeals List, showing that 10% or more of your municipality's housing stock is affordable.</p>	<p>Data Tracking/Benchmarking and Meeting Performance Metrics</p>	<p>5 points</p>	<p>N/A</p>	
11.2 Grow Sustainable and Affordable Housing Options	<p>11.2.2 - Increase the municipality's affordable housing, as compared to a baseline year within 5 years of the most recent Connecticut Department of Housing Affordable Housing Appeals List at the time of submission.</p>	<p>A copy of the most recent annual Connecticut Department of Housing Affordable Housing Appeals List, as well as the list for the baseline year to which you are comparing.</p>	<p>Data Tracking/Benchmarking and Meeting Performance Metrics</p>	<p>10 - 40 points</p>	<p>N/A</p>	<p>Ledyard's affordable housing has increased by 0.29% from 3.82% in 2023 to 4.11% in 2024</p>
11.2 Grow Sustainable and Affordable Housing Options	<p>11.2.3 - Commit dedicated funding to affordable housing development. Funding may be directed as part of the municipal budget, through grants that your municipality had a key role in obtaining, or to outside services that directly result in affordable housing development, including but not limited to housing development funds and trusts, provided that the municipality can articulate a clearly defined role in contributing to and/or administering those funds. This funding should be specifically for the creation of new affordable housing. Funding must have been secured or utilized in the last three years. Municipal tax abatement programs supporting or incentivizing affordable housing development can earn credit under this sub-action, as long as the programs were utilized in the past three years.</p>	<p>A description of amount of funding allocated, what was funded, and documentation of the funding (including dates funding was secured or utilized), such as a copy of the municipal budget with the allocated funding for affordable housing development highlighted, a copy of the grant award that your municipality obtained, or the municipal contribution to outside services directly resulting in affordable housing development.</p>	<p>Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding</p>	<p>10 points</p>	<p>N/A</p>	
11.3 Implement Policy for Sustainable, Diverse Housing Options	<p>11.3.1 - Establish a state-approved incentive housing zone (IHZ) in eligible locations, such as near transit facilities, an area of concentrated development or an area because of existing, planned or proposed infrastructure that is suitable for the development of an IHZ.</p>	<p>A copy of your municipality's officially adopted incentive housing zone (IHZ), including evidence that it has been approved by the Connecticut Department of Housing and thereby meets all state criteria to be an IHZ eligible to receive state incentives for incentive housing development.</p>	<p>Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions</p>	<p>20 points</p>	<p>N/A</p>	
11.3 Implement Policy for Sustainable, Diverse Housing Options	<p>11.3.2 - As required by the Fair Housing Act, allow unrelated people to live in a single household, understanding it provides for a diverse array of alternative living arrangements such as roommates and housemates cooperative housing, and groups that meet the definition of disability found in the Fair Housing Act, while still ensuring health and safety.</p>	<p>A copy of the policy or ordinance formally adopted by your governing body; documentation that the policy has been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification).</p>	<p>Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions</p>	<p>20 points</p>	<p>N/A</p>	

11.3 Implement Policy for Sustainable, Diverse Housing Options	11.3.3 - In at least one residential zone, allow developers to get an increase in density (i.e., density bonus) if at least 20% of the proposed housing development is affordable AND/OR require that 10% of all housing units in developments of more than 5 units are affordable.	A pdf of your municipality's officially adopted zoning regulations, with the relevant portions highlighted and/or described.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A
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12. Effective, Compassionate Homelessness Prevention

12.1 Strengthen Municipal Workforce Capacity to Address Homelessness	12.1.1a - Designate a municipal employee, elected leader, other individual officially designated by the municipality to serve as the liaison for homeless services in your municipality.	A hyperlink and screenshot of the webpage that shows your designated municipal liaison for homeless services.	Committee/Task Force/Position Creation	5 points	N/A
12.1 Strengthen Municipal Workforce Capacity to Address Homelessness	12.1.1b - Send your designated municipal liaison for homelessness and/or municipal elected official(s) and/or staff member(s) and/or member(s) of a relevant commission to training related to addressing homelessness. Training must have taken place in the last three years	The name and affiliation of the individual who attended the training; and the name of the training, date(s) it occurred, and the organization that provided the training.	Events, Meetings, Trainings	5 points	N/A
12.1 Strengthen Municipal Workforce Capacity to Address Homelessness	12.1.2 - In coordination with your municipality's Coordinated Access Network develop a municipal Task Force to address homelessness, or use your Sustainability Team or other existing municipal group. Your Task Force is strongly encouraged to consult with and compensate residents who have lived experience of homelessness. The Task Force must be active and meet at least annually.	A list of names and titles of current members of the Task Force, the date of the most recent meeting, and at least one additional piece of documentation related to the meetings, such as a promotional flyer, an agenda, minutes, presentations, or photographs.	Committee/Task Force/Position Creation	5 points	N/A
12.2 Increase Public Awareness and Support for Efforts to End Homelessness	12.2.1 - Pass a municipal resolution issuing a call to action. Share call-to-action with municipal staff and residents through both internal municipal communication and through municipal social media, local press or any other strategy appropriate for your municipality. Please provide at least one specific example of how each component of the call-to-action will be approached and implemented	The officially adopted resolution and documentation that the resolution has been adopted (such as meeting minutes, a copy of the municipal zoning regulations with relevant portions highlighted, a link to municipal ordinances, or similar verification).	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	20 points	N/A
12.2 Increase Public Awareness and Support for Efforts to End Homelessness	12.2.2 - Develop and post information on your municipality's website or other platform that includes guidance and resources for individuals or families experiencing unsheltered homelessness and families or youth experiencing homelessness and/or housing instability.	A hyperlink and a screenshot of the webpage that includes a link to 211 and the required text above. If your municipality did not include the above text, please explain any revisions or modifications. Please note that linking to 211 without any contextual information for why an individual might need to engage with 211, specific to emergency shelter, affordable housing, and housing insecurity, will not receive credit.	Websites, Maps, Inventories, Checklists, Assessments, Plans, Ordinances, Policies, Regulations and Resolutions	5 points	N/A
12.2 Increase Public Awareness and Support for Efforts to End Homelessness	12.2.3 - Organize a community conversation or forum with a broad group of stakeholders to discuss homelessness in your community or region, focused on meeting the goal of making homelessness rare, brief, and non-recurring in the municipality and larger region. Please see Appendix A for more detailed guidance about the community conversation or forum, including attendees and audience, formats and topics of discussion, and event moderation. The community conversation or forum must have been held in the last three years.	A brief overview of the community conversation or forum (suggested 5 sentences maximum), including target populations (if any) and topics discussed; date of event; and at least one example of educational materials disseminated, which could include flyers, articles, letters, newsletters, presentations, or digital communications. For websites, submit both a hyperlink and a screenshot of the relevant webpage(s).	Events, Meetings, Trainings	5 points	N/A
12.3 Collect and Share Homelessness Data	12.3.1 - In coordination with your CAN have your homelessness municipal liaison, Task Force, or other relevant municipal staff, compile, collected information on all individuals and families in your municipality experiencing literal homelessness, including those experiencing unsheltered homelessness	The number of individuals, families, and youth experiencing homelessness each year for the past two years in your municipality and a description of your municipality's role in obtaining that data.	Data Tracking/Benchmarking and Meeting Performance Metrics	10 points	N/A

This is a category 12 action that a lot of municipalities complete! Just make sure that wherever you post 2-1-1, you also have the required language. Language requirement can be found here: <https://sustainablect.org/actions-certifications/actions#open/action/72>

12.4 Coordinate Municipal Services to Address Homelessness	<p>12.4.1 - Commit dedicated funding to directly address and prevent homelessness. Funding would ideally be directed as part of the municipal budget. Other funding pathways include grants that your municipality had a key role in obtaining, or through other fundraising, including crowdfunding. Funding must have been secured or committed in the last three years. Documentation must show that funding is specifically allocated toward addressing and preventing homelessness.</p>	<p>A completed worksheet 1 and additional documentation relevant according to the funding strategy, such as a copy of the municipal budget with the relevant line item funded, a letter notifying the municipality of the receipt of grant funds, a screenshot of the email altering your CAN contact and the Connecticut Coalition to End Homelessness of funds raised and a screenshot of your completed drive on your crowdfunding platform, or, in the case of vouchers and housing units, a copy of the municipalities Public Housing Authority Administrative plan.</p>	<p>Outreach, Education, Programs, Campaigns, Recognition/Designation in External Program, and Funding</p>	<p>10 points</p>	<p>N/A</p>
12.4 Coordinate Municipal Services to Address Homelessness	<p>12.4.2 - Ensure that individuals experiencing literal homelessness within your municipality have locations where they can safely access services or locations where individuals can stay 24 hours a day, especially in extreme weather</p>	<p>A completed worksheet 2. Strategies must be active and current. If these services are not offered by your municipality, please include a description of how your municipality directly supports the submitted strategy (such as funding, staff time, etc.).</p>	<p>Implementation Projects</p>	<p>15 points</p>	<p>N/A</p>

13. Innovative Strategies and Practices

13.1 Implement Your Own Sustainability Action	<p>13.1.1 - Implement a sustainability action not listed on the Sustainable CT actions list. You may submit up to two innovation actions per certification cycle. Innovation actions must have been completed or implemented in the last three years.</p>	<p>Describe your innovative sustainability action, how you accomplished it, who participated, and how it will benefit your municipality(ies)</p>	<p>Implementation Projects</p>	<p>5 – 20 points per submission, depending on impact; up to 40 points for both submissions</p>	<p>Yes - Sustainability actions proposed under action 13.1 must be related to climate change mitigation.</p>
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