



May 14, 2014

Board of Directors
USGBC NJ

RE: LEED Certified Project Assessment Program
Program Overview and Budget Approval Request

Dear Board of Directors:

As reviewed during our annual retreat we expect to initiate the **LEED Certified Project Assessment Program** this year and have already started coordination efforts with local universities. We currently do not show a line item for this program within our budget and do not have a standard budget worksheet for a program of this nature. The purpose of this letter is to provide an overview of the program with a request for budget approval.

The purpose of the LEED Certified Assessment Program is to demonstrate the value of LEED certified buildings to encourage future investment in LEED developments. We plan to achieve this by working with our Emerging Professionals Committee and local University students to evaluate existing LEED certified projects. Additional associated goals and benefits are as follows:

1. Engage the Emerging Professionals Committee and local University students with a hands-on project that they can connect to, learn from and utilize as an avenue for professional development.
2. Promote education and awareness with local universities and students.
3. Give back to those who took the initiative to developed LEED Certified projects with valuable information on their properties.
4. Provide USGBC with information to further market green buildings and bring this information to the real estate and valuation sectors.

The Board Advisors have been selected for the program and we are currently finalizing our University partners. We have recently met with both Columbia University and NJIT and we will be completing the 2014 program plan together with our Emerging Professionals Committee and University partners. Initial site and assessment criteria considerations are as follows:

1. **Site Selection:** Our goal is to have 5-10 buildings participating in the program for the first year. This year will focus on office buildings due to data availability and will grow into multi-occupancy, residential and retail spaces over the next few years.

US Green Building Council New Jersey Chapter

14 Maple Avenue, Suite 201 Morristown, New Jersey 07960
www.usgbcnj.org

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2. Performance/Assessment Criteria: Building performance metrics for the first year will focus of energy, water and waste. The 5 year plan will include occupant satisfaction, tenant retention, market rates, etc.

The 2014 schedule will be finalized with our project partners. We anticipate having initial partners and program finalized in May/June with site selection and assessments taking place over the summer and fall months. The final deliverable for this year will be a white paper on the participating buildings including 2014 assessment findings and recommendations for the 2015 program.

The requested budget for this program is **\$10,000** for 2014. We anticipate using the funds for student travel and assessment expenses and hope to provide a student scholarship. In addition to the above goals and benefits this program has direct alignment with our updated sponsorship program which will look to attract additional sponsorship through program based initiatives.

If you have any questions or require additional information please contact me at 973.534.3464.

Sincerely,

Zach F. Gallagher, P.E., LEED AP
Board of Directors, USGBC NJ
Board Secretary

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