100 Days is Phase 1, Phase 2, and some of Phase 3

Rest of the year is maintaining progress and implementing Phase 3 and possibly 4.

Phase 1: Organize (Infrastructure phase)

Collect bills from at least 2 years prior

Set up file share system (we use Drive)

Set up Portfolio Manager

Asset Mapping

Goal Setting

BEGIN researching related grants and programs available in your area

Phase 2: Do we need to use it? (mostly free)

Set up room by room information document

Inventory how you use your building

Deputize people to turn off lights and thermostats

Have conversations about when and where you meet

Program thermostats

Motion sensor lights?

Phase 3: Can it be used more efficiently? (slight to major cost)

Energy Audit

LED Light Bulbs

Change AC air filters

Calk Windows

Insulation (walls, ceiling, outlets)

Upgrade windows

Upgrade HVAC (heat pumps?)

Upgrade lighting

Phase 4: Are there alternate sources for energy? (major cost)

Solar, geothermal, hydroelectric… depending on geography and facility