

What actually happens on the ground depends on the passion, connections, resources and technical expertise of the people involved. Start planning at least one year before your event to give you the most choice in location and creation care options. Be creative with the opportunities and connections you have in your area. Feel free to adapt them to your situation and go greener where you can bear the most fruit.



If you need help with any aspect, please contact Mennonite Creation Care Network. (www.mennocreationcare.org)

And send us your feedback on trying to apply the guidelines.

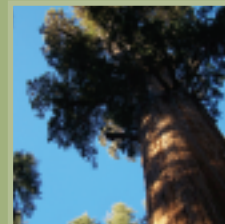
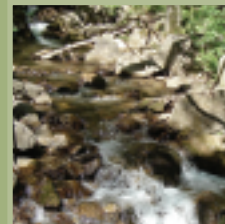


A ministry of
Mennonite Church USA and
Mennonite Church Canada



Facilitated by
Mennonite Mutual Aid
Merry Lea Environmental Learning Center
of Goshen College

Green Guidelines for Conference Planners



Regional conferences and national assemblies use large amounts of energy and other resources. These green guidelines have been designed to help event planners to reduce levels of consumption.

We've made this easy to follow, with six categories to consider:

- Transportation
- Shelter
- Food
- Water
- Communications
- Worship/Teaching

A list of options is presented for each category.

The scoring system recognizes different levels of achievement in each category. A Bronze Star rating is awarded where two actions are taken in a given category. A Silver Star rating is given for taking three actions in a specific category and a Gold Star rating is awarded for taking four or more actions in a category. In what area(s) do you think you can achieve a Gold Star rating?

MENNONITE
CREATION CARE
NETWORK



Categories	Creation Care Action	✓
Transportation	<ul style="list-style-type: none"> • Promote travel by bus, trains, car pooling (i.e. highlight opportunities for fare discounts and energy savings for delegates) • Provide option for registrants to make a donation to offset fuel/energy consumption for travel • Ensure walkable distances between meeting places and lodging (500 meters or 1/2 mile is ideal) • Provide shuttle buses (especially energy efficient vehicles such as hybrid, sustainable biofuel powered, etc.) • Provide bike rentals for use; make facilities such as bike racks and lockers available 	
Shelter	<ul style="list-style-type: none"> • Meet in a Green Energy Building/LEED certified • Ensure that lights and air conditioning/heating can be turned off/down when rooms not in use • Choose a location served by accessible public transit • Locate nearby camping facilities, including tenting options • Provide a host family option • Confirm that area hotels have a green policy (e.g. water/energy conservation, recycling) 	
Food	<ul style="list-style-type: none"> • Provide reusable utensils, cups, mugs, plates, napkins • Use compostable plates/utensils only where composting services are locally available • Provide non-meat protein alternatives on the menu • Include seasonal and local food items (organic where available) • Use bulk dispensers for salt, pepper, sugar, cream, etc. • Use fair trade coffee/tea/other products • Arrange for composting of food waste (including directions for use) • Arrange to donate surplus food to charitable organization 	
Water	<ul style="list-style-type: none"> • Serve municipal (tap) water • Provide refillable mugs to delegates • Use bulk water coolers rather than bottled water • Recycle cans and bottles (bins visible and accessible to delegates) • Choose a facility that conserves stormwater on-site, or uses wastewater reclamation system 	
Communications	<ul style="list-style-type: none"> • Use the internet for electronic registration; for posting conference events to web daily • Conference print material printed double sided, recycled paper/forest stewardship certified • Post signs and explanations of green policy throughout the venue • Recycle paper products (bins visible and accessible to delegates) • Encourage dialogue through any of the following: creation care bulletin board (physical and virtual) to post suggestions, questions, offers of help, ideas for next time, epiphanies; establish designated areas or tables for brainstorming ideas; recognize environmental stewardship choices delegates make. 	
Worship/Teaching	<ul style="list-style-type: none"> • Incorporate creation care into worship times • Have educational seminar(s) on creation care • Arrange creation care service project(s) • Provide for guided outdoor walk–exposure to cultural history, natural history, current land and water ecological issues • Locate volunteers at drop off or recycling end-points to assist and inform segment of the users who are still in a learning mode 	