



## Checklist for Congregational Calculator

Gather your congregation's information on this checklist to be ready to use the calculator when you sit down at the computer. The calculator is pre-filled with the average footprint of a congregation your size in your area. As you enter your own data you refine the footprint for a snapshot of your own congregation. The average values are determined by expert research by the scientists at Cool Climate Network at the University of California at Berkeley. This checklist is to record your inputs. Save it to your computer.

If you are using the calculator to measure the carbon emissions of ONLY your facility's use of gas and electric, download the short checklist instead of this one.

Note: Cool Climate Network suggests you leave the scientifically calculated averages in the categories for food and procurement because they are so difficult to measure.

Create an account with the name of your organization and a password. Please use the complete name of your congregation that includes denominational affiliation, such as First Lutheran Church (ELCA). Then you will receive a verification email - click on the link to verify your account, then proceed to the calculator.

Email address you used to register your account \_\_\_\_\_  
Password: \_\_\_\_\_

Find the calculator at [www.coolcongregations.org](http://www.coolcongregations.org)

### Location

Name of location \_\_\_\_\_  
Sector \_\_\_\_\_ (congregation) If you also have a school create a separate report, choosing sector - education k-12)  
State \_\_\_\_\_  
County \_\_\_\_\_  
Report year \_\_\_\_\_  
Number of paid staff \_\_\_\_\_  
Weekly visitors, count once per visit. (This includes staff, worshipers, children in daycare, or any other visitor who stays for an event or service.) \_\_\_\_\_  
Size of facilities in square feet \_\_\_\_\_



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[www.coolcongregations.org](http://www.coolcongregations.org) • [www.interfaithpowerandlight.org](http://www.interfaithpowerandlight.org)  
Contact [Programs@interfaithpowerandlight.org](mailto:Programs@interfaithpowerandlight.org)

**Facilities**

Electricity in kWh per year \_\_\_\_\_  
Percent purchased from a clean energy program \_\_\_\_\_  
Natural gas in CCF (or other unit, see dropdown) per year \_\_\_\_\_  
Other fuel in gallons per year \_\_\_\_\_  
Water and Wastewater in dollars spent per year \_\_\_\_\_  
Solid Waste including recycling in tons per year \_\_\_\_\_  
Paper recycled \_\_\_\_\_  
Metal recycled \_\_\_\_\_  
Plastic recycled \_\_\_\_\_  
Glass recycled \_\_\_\_\_

**Transportation**

Business Vehicles (vehicles owned by the congregation)

Vehicle Name \_\_\_\_\_  
Fuel Type \_\_\_\_\_  
Fuel economy \_\_\_\_\_  
Distance driven \_\_\_\_\_

Odometer reading \_\_\_\_\_  
(This is just for your records to determine how many miles were driven by this vehicle over the coming year to give you a more accurate measurement next year.)

Use the "Add new vehicle" button to add as many vehicles as you have

Vehicle Name \_\_\_\_\_  
Fuel Type \_\_\_\_\_  
Fuel economy \_\_\_\_\_  
Distance driven \_\_\_\_\_

Odometer reading \_\_\_\_\_  
(This is just for your records to determine how many miles were driven by this vehicle over the coming year to give you a more accurate measurement next year.)

**Staff Transportation**

Gasoline vehicles in miles driven per year \_\_\_\_\_  
All-electric cars in miles driven per year \_\_\_\_\_  
Public (bus, subway) transit in miles traveled per year \_\_\_\_\_  
Rail/Train transit in miles traveled per year \_\_\_\_\_  
Air transit in miles traveled per year \_\_\_\_\_



## Visitor Transportation

Average distance visitors live from facilities in miles \_\_\_\_\_  
Percent of the visitors who rides a bike, takes public transit or walks to the facility \_\_\_\_\_  
Percent of the visitors that drive all-electric vehicles to the facility \_\_\_\_\_  
Average number of people per vehicle that travels to the facility \_\_\_\_\_  
The percent of responsibility the organization wants to take for visitors' travel to the facility.  
Default is 50%. \_\_\_\_\_

## Food

Number of events with meals per week at the facility \_\_\_\_\_  
Total servings of red meat per event \_\_\_\_\_  
Total servings of fish, chicken, eggs per event \_\_\_\_\_  
Total servings of other meat per event \_\_\_\_\_  
Total servings of dairy per event \_\_\_\_\_  
Total servings of greens and bread per event \_\_\_\_\_  
Total servings of fruits and vegetables per event \_\_\_\_\_  
Total servings of other food and drinks per event \_\_\_\_\_

## Procurement

Printing services in dollars spent per year \_\_\_\_\_  
Supplies in dollars spent per year \_\_\_\_\_  
Facilities maintenance in dollars spent per year \_\_\_\_\_  
Textiles in dollars spent per year \_\_\_\_\_  
Electronics in dollars spent per year \_\_\_\_\_  
Furniture and appliances in dollars spent per year \_\_\_\_\_  
Paper products in dollars spent per year \_\_\_\_\_  
Other goods and services in dollars spent per year \_\_\_\_\_

Carbon offsets in tons of carbon dioxide equivalents \_\_\_\_\_

Questions? Contact [programs@interfaithpowerandlight.org](mailto:programs@interfaithpowerandlight.org)



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