2018 Sustainability Report

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The 2018 Atlantic Cup ran from May 26-June 11 and was based in Charleston, SC; Jersey City, NJ; and Portland, ME. For the purposes of this document, the time period included is from May 21-June 11.

This summary document highlights the overall event and also provides a detailed review of the various components of the sustainability plan. This document utilizes tracking information, observations, surveys, and interviews obtained during the course of the event.

This 2018 Atlantic Cup Sustainability Report includes:

- Summary of sustainability efforts
  - Air
  - Water
  - Energy
  - Venue
  - Waste/Recycling
  - Procurement
  - Ocean Health
  - Education
- What worked well
- Areas for improvement
- Long-term goals (additional certifications)
- Summary of metrics for Event Reporting
  - CO_2 tracking/Emissions REC
  - Sailors for the Sea
  - NOAA/University of Georgia Marine Debris Tracking
  - Detailed tracking information
    - Air
    - Water
    - Energy
    - Venue
    - Waste/Recycling

SUSTAINABILITY FOCUS: Air quality

2018 Atlantic Cup utilized the publicity surrounding the event to educate the public on how daily choices can directly impact air quality (pollution and CO_2). As with water quality issues, many facets of an event such as Atlantic Cup can directly and indirectly impact air quality. Atlantic Cup looks to first reduce air quality impact wherever feasible. We estimated the CO_2 amounts, which are produced during the course of the 2018 Atlantic Cup from preparatory steps through the actual event to closing activities. Carbon offsets will be secured according to this accounting. Transportation choices significantly impact air quality. This is a key area of focus, and efforts were made to reduce CO_2 from both staff and attendee transit.

Efforts included:

- Choosing events/venues/lodging in a concentrated area as best as possible
  - All locations/events in Charleston, Jersey City, and Portland were located in densely populated areas which were both walkable and had multiple public transit options
- Showcasing various public transit options
- Lower impact transit options such as shuttle buses and ride share
  - Carpools and combining trips for supplies was standard practice
- Lower impact fuels for shuttle buses and water vessels
  - Teams used biodiesel where possible
- Power sources also have a major impact on air quality
  - Choosing venues which utilize onsite renewables or purchase renewable power
    - Hotels that we used in each city operate under Green Certifications which include sustainable purchasing.
  - Generators and battery backups utilizing renewable power and bio-based fuels
  - Solar (and other renewable powered) stages for events
    - Not cost-effective or applicable for 2018 events
- Procurement choices can affect air quality
  - Atlantic Cup reduced impacts where possible with our partners
    - Food choices – locally source foods typically have a smaller carbon footprint vs. long-haul delivered foods
      - Caterers, Restaurants, and Food Trucks chosen for their sourcing policies
    - Sourced event materials from local suppliers
      - Used local marine supply houses and hardware stores where possible
      - Signage was ordered from multiple locations depending on requirements, however skipper signs, and race mark stickers were produced locally in Rhode Island.
  - Chose recycled and repurposed materials which have a smaller carbon footprint

- Recycled paper
- Large scale signage was printed on fabric as opposed to vinyl (exception: race mark stickers)
- Flags and banners which had no future usable life for the Atlantic Cup were donated to Sea Bags to be made into bags

SUSTAINABILITY FOCUS: Water

Due to the setting of the event, the 2018 Atlantic Cup highlights the importance of sustainability strategies for water conservation and quality. Water issues should be a key component of any sustainability program; each gallon of water not utilized provides substantial benefits. Water is also an energy and resource conservation issue – both water and waste water treatment facilities use considerable amounts of energy and chemicals to operate. Even treated water that is processed by a waste water plant can impact the surrounding water ways with excessive nutrient loadings. Successful water efficiency programs directly impact the region both directly and indirectly.

Clean Marinas and Clean Boat standards were encouraged through education. Best-practices for water quality were mandatory for staff and participants and were strongly promoted for spectator vessels. Atlantic Cup partnered with marinas, which adhere to Clean Marina standards and promote Clean Vessel, Clean Water Act, and BMP Boating standards.

Water Awareness Criteria included:

- Water efficiency will be a key venue selection criteria
  - Staff hotels all participate in Green Certification programs encouraging water conservation such as low-flow fixtures, and storm water mitigation
- Water policy – established policy which delineates best-practice for both established venues and temporary events
- No single-use plastic water bottles
  - All events, staff and teams adhered to a no single-use plastic water bottle policy for the duration of the Atlantic Cup. Based on Flo-Meter tracking this eliminated 8,520 single-use 16.9oz plastic water bottles from being used.
- Cleaning standards – utilized environmentally safe cleaners
  - Atlantic Cup race management provided eco-friendly hull cleaner for all teams and encouraged water only wash downs.

Clean Marina, Clean Vessel, and Clean Water Act requirements included:

- No discharge or dumping zones
  - Atlantic Cup teams and support vessels use onshore facilities so do not discharge or dump offshore
- Fuel usage/handling
  - Atlantic Cup provided spill kits to each of the support boats.
- Bilge policy
  - Does not apply to sailboats. Spill kits were provided to support boats.
- Restroom
  - using marina-based facilities
- Pump outs and dump station availability
  - Doesn't apply as Atlantic Cup used onshore facilities.
- Environmentally sensitive paints
  - Class40s do not use ablative (hard coated bottom paint is used) paint

SUSTAINABILITY FOCUS: Energy

Energy usage is an essential component of any event production and is a significant contributor to the overall carbon footprint of the event. Energy Efficiency and Renewable Sourcing is a key element of this event's sustainability initiative. 2018 Atlantic Cup promoted energy efficiency and renewable energy through venue selection and event production.

Partner venues utilizing renewable energy and those, which made efforts in energy efficiency, were selected. Certain venues and event locations have restrictions on energy sourcing and the availability of renewables; these scenarios are addressed through carbon offsets.

All Atlantic Cup teams utilized solar panels and hydrogenerators and bio-diesel while offshore thereby eliminating any diesel fuel usage while racing. Every team was issued a solar panel to keep their batteries charged while at the dock thereby eliminating the need to charge off shore power.

Atlantic Cup 2018 looked to partnerships with mobile and distributed 'renewable' energy providers; however, these solutions where not feasible as these were not cost-effective or logistically prudent for the events.

Venue choices with energy efficiency and renewable programs included:

- Charleston – Holiday Inn Express Downtown – GREENengage
- Portland – Hyatt Place Portland Old Port – Green Certified Hotel
- Portland – One Long Fellow Square

SUSTAINABILITY FOCUS: Venue Selection

Due to the fact that facility selection contributes considerably to the environmental footprint of any event, 2018 Atlantic Cup chose sites which have already established an effective sustainability program. This is important as our events need to utilize facilities on a temporary basis and we are not always able to implement changes to operations and policies. For all properties, we reviewed the facilities' Sustainability/Environmental parameters (especially for those facilities without a recognized certification program) to find those properties which best match our sustainability and environmental goals. We looked to achieve as many of these factors as possible, realizing that due to certain location restraints, we might have more limited options. In addition, 2018 Atlantic Cup clustered events and lodging as much as possible to reduce site-to-site travel.

Venue selections:

- Green Hospitality– Regional and Local Certification programs
  - Charleston – Holiday Inn Express Downtown – GREENengage
  - Portland – Hyatt Place Portland Old Port – Green Certified Hotel
  - Portland - One Long Fellow Square
- Event Locations
  - Tbonz Gill & Grill Restaurant (Charleston) –utilizing energy efficiency and recycling program, shared event space with normal business operations
  - Maritime Parc (NYC) – building design incorporates energy-conservation technologies, recycling program, and sustainably sourced food
  - Centerboard Yacht (Portland) – energy-efficient building with outdoor space and natural ventilation during event
  - One Long Fellow Square (Portland) – recycling, composting, locally sourced food
- Temporary Office Locations
  - Minimized footprint in all cities by utilizing shared workspace
    - Charleston (225 sq.ft.)
    - Jersey City (226 sq.ft)
    - Portland (800 sq.ft.)
  - Used daylight to eliminate using established lighting
  - Used natural ventilation reducing air conditioning load

SUSTAINABILITY FOCUS: Transportation and Lodging

For many events, staff and attendee transportation and lodging requirements represent a substantial portion of the event's carbon footprint. Tracking these figures is often a challenging process if the tracking mechanisms are not put in place early in the planning process.

The 2018 Atlantic Cup utilizes carbon offsets for staff travel and lodging. We also selected Green and Sustainable Lodging. For water-borne vehicles, energy efficiency (e.g., operation and maintenance) and alternative fuel strategies are provided both on the main website and at the events – this information is available for both race participants and their support craft, and attendees (e.g., spectator vessels).

Transit and Lodging Plan included:

- Lodging
  - Staff lodging
    - Charleston and Portland hotel lodging choices all participated in green lodging program
    - Jersey City (NYC) - majority of staff utilized vessel Clover Leaf (motor yacht) which was located at marina/office area eliminating transit
    - Jersey City (NYC) – additional lodging was in multitenant space in close proximity to marina
  - Attendee/Teams lodging
    - Event locations and marinas provided many lodging choices within walking and public transit routes
    - Many teams opted to stay in Atlantic Cup recommended hotels and/or on their boats
- Transit options for each city and venue
  - All events/offices were easily within walking distance for staff and public transit options
  - Jersey City -Train – promoted rail routes (Liberty Park Station) to staff/teams
  - Carpooling/Ride share – promoted and utilized these programs to staff, volunteers, and attendees
    - The majority of the Atlantic Cup staff traveled to each city by van, thereby eliminating multiple flights and minimizing the overall carbon footprint.
    - Atlantic Cup staff arranged a box truck for team gear to be transported from city to city thereby eliminating each crew arranging its own transportation and/or shipping.
  - Parking – minimized parking impact at venues by promoting above methods of transportation

SUSTAINABILITY FOCUS: Waste/Recycling/Composting

At all events and venues, the 2018 Atlantic Cup looked to 'reduce/recycle/reuse.' Event sites and venues with established (Recycling) programs were given preference, wherever feasible. For these venues, we reviewed their operational procedures and complemented and expanded upon their current efforts. For venues without an established program, we established recycling/reuse and composting procedures for the facility during our events; with the goal of educating the facility so that they can institute a permanent system. This was especially important for the outdoor or temporary venues (e.g., marinas, Maritime Parc and Centerboard (composting)). We looked at all possible materials including: glass, paper, plastics, food/organics, hazardous materials (e.g., paints/oil/cleaners).

- Waste Assessment and Reduction Parameters included:
  - Waste Composition and Generated Amounts for overall landfill diversion of 82%
    - Total Materials = 817.9 lbs
    - Trash = 143.5 lbs or 18%
    - Recycling = 289.9 lbs or 35%
    - Recycling (cardboard/film) = 79.6 lbs or 10%
    - Compost = 304.9 lbs or 37%
      - waste/recycling/compost directly weighed
  - Tracking Plan
    - tracking sheet was utilized by sustainability coordinator
  - Material Exchange and Reuse Strategy – where possible, reusable items were utilized (e.g., dishware and water bottles)
    - Water bottles were provided for all staff and teams
    - Centralized water filtration location was established
    - Maritime Parc – utilized dishware and utensils
    - Office supplies and signage reused
    - Recycling bags/Recycled-component cups used from previous Atlantic Cups
  - Composting Opportunities – implemented composting plan for organics at all venues were possible (e.g., food, compostable utensils, plates, napkins)
    - Charleston Skipper Party – Tbonz Restaurant
    - Jersey City – ProAm Cocktail Party at Maritime Parc
    - Portland – Centerboard Yacht Club – Awards Dinner
  - Recycling Opportunities – implemented recycling plan/tracking for all venues and offices (glass/plastic/cardboard)
    - Charleston 79%
    - Jersey City 78%
    - Portland 31% (note: composting percentage was significantly higher for Awards Dinner at 77% which reduces overall recycling % for the city)

See Appendix A for complete breakdown of waste/recycling/compost by city

SUSTAINABILITY FOCUS: Procurement

Atlantic Cup utilized a Sustainability Sourcing Plan for the overall operation and for individual events. This plan provided a guideline for all Staff, Vendors, and Sites. Sites and Vendors which have established Sustainability Sourcing plans were sought out. Sites and Vendors which do not have plans will be provided our set of guidelines and will be assisted in the sourcing of these materials with the prospect that they will utilize some of these parameters in the future.

Sustainability Sourcing Plan included:

- Food - Local, Organic, Vegetarian options provided
  - Charleston – Tbonz Gill & Grill Restaurant
  - Jersey City (NYC) – Maritime Parc
  - Portland – Centerboard Yacht – Awards Dinner
- Beverage
  - No bottled water
  - Water available at all venues for refill
  - Organic soft drinks and juices
- Office products
  - Reused material sourced from previous events
  - Recycled paper
  - Electronic documents where possible
  - Events Directory pdf
- Promotional Materials and Signage
  - Reusable signage
  - Staff/team gear made from recycled plastic
  - Atlantic Cup Water bottles (BPA free) – for staff/teams and guests of Portland Pre-event and the Pro-Am
  - Sea Bags – gear made from recovered sails
- Bio Fuels and Renewable Power Sources
  - Portable power supplies for teams (solar panels and hydro generators)
  - Bio-diesel (secured supplies for Atlantic Cup participants) and spectator vessels

SUSTAINABILITY FOCUS: Ocean Health

The 2018 Atlantic Cup is a coastal and ocean-based race, as such we looked to strongly promote Ocean Health and environmental stewardship for all attendees and participants and the community at large. The 2018 Atlantic Cup established operating parameters for all race participants and support craft, which promote Clean Boating and Clean Water Act. In addition, all events included program components which focused on the efforts being made to protect the health of the world's oceans. For each city, Atlantic Cup established a partnership program with multiple Regional and Local Environmental Organizations which are dedicated to the environmental health of the both the coastal and offshore waterways.

Programs and partners included:

- Sailors for the Sea
- Surf Rider of Charleston
- NOAA/University of Georgia Marine Debris Tracker
- Audubon Society to provide data on whales and their breeding grounds for teams while sailing in the waters off Cape Cod
- Established Ocean Health component for each Kids Day

SUSTAINABILITY FOCUS: Education

The 2018 Atlantic Cup developed a robust set of marketing and promotion materials detailing the Sustainable and Environmental initiatives associated with the race and corresponding events. Electronic media was utilized to describe sustainability and environmental efforts.

#AtCup1Thing hashtag. Each month in the lead up to the race, the Atlantic Cup shared simple tips and ideas that focused on a theme. January – Plastic Bottles, February – Marine Debris, March – Carbon Footprint, April – Ocean Health, May and through the Race – the teams and staff 1 thing. On site, the AtCup1Thing tips shared on social media came to life in the form of large scale infographics.

The Atlantic Cup also reinforced sustainability best practices to staff and teams at each stopover at the skipper meetings and by way of offsite events.

Atlantic Cup KIDS

In 2018, the Atlantic Cup Kids Program expanded to reach its largest number of students yet. We worked with local area schools to bring students to learn about offshore sailing, marine debris and sustainability. This is an excellent way to directly engage the community and to promote sustainability and good environmental stewardship practices to the next generation of sailors. We also partnered with Sailors for the Sea, who provided environmental based content that was relevant to the course the Atlantic Cup sailed.

Highlights included:

- Approximately 2000 Local Schools participated in Kids Days. This was operated under the guidance of Dave Rearick, Captain of Bodacious Dream and previous winner of Atlantic Cup
    - Charleston (967 students)
    - Jersey City (NYC) (197 students)
    - Portland (825 students)
- Atlantic Cup Kids Program Consisted of Multiple Stations
    - Knot tying
    - Archimedes Principle
    - Life-cycle of a water bottle
    - Tour of a boat/meet and greet with a team
    - Sustainability
        - Composting and recycling review
        - Water bottle usage
        - CO2 footprint
        - Recycled material example (staff shirts)
        - Solar and hydrogenerator examples

SUSTAINABILITY FOCUS: What Worked Well

- Composting
  - Composting was successful at multiple events and venues and implementing can be very challenging to establish for temporary events in buildings
  - Tbonz and Maritime Parc staff very were enthusiastic to assist with the composting effort
  - Centerboard Yacht Club staff were also very enthusiastic to continue with the program. This year's event had a larger attendance and they were still successful in capturing a significant amount of compost.
- Local Area Partners
  - Surf Rider Charleston – excellent to partner with their volunteers and demonstrating the benefit and importance of engaging local organizations
  - Friends of the Eastern Promenade (Portland) – again a great partner who provided assistance with the logistics involving water, layout, and local government interface
- Tracking for office and events
  - Real-time tracking (weighing) works well for both office and event locations. As in 2016, it was key to have dedicated staff for this task.
- Education and Outreach
  - Very successful Kids day and events especially with the composting education
  - Surf Rider Charleston volunteers were excited to work with us and they were interested in learning more about Atlantic Cup's other programs in Jersey City and Portland
  - Teachers provided positive feedback and often engaged with stories about the local schools composting programs
  - Centerboard Yacht club was again a very enthusiastic partner and helped to make the composting successful there. They will consider establishing composting as an integral part of their events.

SUSTAINABILITY FOCUS: Areas for improvement

- Waste/Recycling
  - A lot of the removal of waste and recycling fell to one person. The rest of the staff made sure to properly recycle, but it would be helpful to have multiple staff members trained in tracking so that in the future there can be shifts as opposed to one person responsible.
- Communication Protocol For Teams
  - It can be challenging to separate out what the teams were generating from the majority of a marina that is already established with their own waste management structure. We can develop more specific details that are provided to the teams as they arrive in each city. Times waste will be removed from the docks and location to leave their waste/recycling.
- Composting in office
  - We investigated composting for office and will likely allocate resources for the next event. Typical volumes are small which makes the effort more costly.
- Water tanks on boats
  - Most teams prefer to use large plastic water jugs vs use of 40-gallon water tank. This is so water can be used as moveable ballast. This would require a change to the Class40 rule.
- Education for teams and additional crew members
  - Would be good to implement a sustainability meeting which could be part of a daily email to the teams about what is happening for events, meetings etc.
- Interns
  - We utilized a volunteer from the Warrior Sailing Program. It would also be good to have 1 or 2 interns for each city working with the sustainability coordinator. Perhaps an environmental science student.
- Surveys for attendee transit choices
  - We need to do better job for events – maybe during ticketing can add 1 or 2 question

SUSTAINABILITY FOCUS: Other Observations

- Alternative energy for teams.
  - hydro/solar/biodiesel – there are concerns about acceleration in regard to hydrogenerators, most teams are now utilizing solar which works very well.
- Water bottles
  - Some teams questioned best way to sanitize bottles. Although simple, perhaps a 1-pager, a bottle brush and bottle of soap should be given to them with their bottles.
- Marinas and outdoor events
  - Portable renewable power can work but logistics are important as well as cost.
- The importance of partnering with local organizations is essential due to the mobile nature of the event.

SUSTAINABILITY FOCUS: Certifications

- ISO 20121
  - We downloaded the ISO 20121 guidelines and reviewed them. These guidelines help to set the procedures in place to create a sustainable event plan. We endeavored to follow continue to review and utilize stated guidelines as they relate to our own 2018 Atlantic Cup's Sustainability Plan.
  - Currently, there are no reviewing agencies available for this standard
- Sailors for the Sea Clean Regatta Certification

  We worked with Sailors for the Sea to follow their Clean Regatta Certification program and were once again award platinum status. To achieve platinum level status we met all 25 best practices.

Summary of metrics for Event Reporting

- CO_2 tracking/Emissions REC summary
- Sailors for the Sea – Clean Regatta rating system summary
- Detailed tracking information
  - Air
  - Water
  - Energy
  - Venue
  - Waste/Recycling

Appendix A – Waste/Recycling/Compost By City

Charleston	Trash lbs	Trash %	Recycling (glass/plastic/metal) lbs	Recycling (glass/plastic/metal) %	Recycling (cardboard) lbs	Recycling (cardboard) %	Compost lbs	Compost %	Total Material lb
Office	11.9	36%	3.1	9%	18.1	55%	0	0%	33.1
Event-Tbonz Restaurant	0.6	1%	39.25	82%	4	8%	3.9	8%	47.75
Total	**12.5**	**15%**	**42.35**	**52%**	**22.1**	**27%**	**3.9**	**5%**	**80.85**
Total Landfill Diversion Rate =			85%						
Jersey City (NYC)									
Office	2.6	31%	5.8	68%	0.1	1%	0	0%	8.5
Boats/Docks/Clover Leaf	22.3	45%	24.6	50%	2.6	5%	0	0%	49.5
Event - Maritime Parc	0	0%	87.5	90%	0	0%	10	10%	97.5
Total	**24.9**	**16%**	**117.9**	**76%**	**2.7**	**2%**	**10**	**6%**	**155.5**
Total Landfill Diversion Rate =			84%						
Portland									
Office/Boats/Docks	42.1	21%	107.15	53%	54.8	27%	0	0%	204.05
Event - Centerboard	64	17%	22.5	6%	0	0%	291	77%	377.5
Total	**106.1**	**18%**	**129.65**	**22%**	**54.8**	**9%**	**291**	**50%**	**581.55**
Total Landfill Diversion Rate =			82%						
		Trash		Recycling		Recycling Cardboard		Compost	Total
TOTALS	**143.5**	**18%**	**289.9**	**35%**	**79.6**	**10%**	**304.9**	**37%**	**817.9**

Appendix B – CO2 Footprint Data

In Event Transit Data

Vehicles

Make	Model	Milegage	Notes:
Toyota	Tacoma v6	2201	
Chevy	Traverse	132	
U-Haul	20' Truck	1148	
Subaru	Cross trek	415	
Ford	Fusion hybrid	4000	
Ford	F250 van	750	Towing a boat

Support Boats

Type	Fuel gallons	Notes	
Diesel	60gal	4 hours under way. Onshore power at dock 6 days.	55' trawler yacht
Gas	123gal	Support boats	

Staff Transportation Data

Name	Originating	Destination	Air/Train/Auto
	NPT	CHS	air
	Fla	CHS	air
	Fla	CHS	air
	NPT	CHS return	air
	NPT	CHS return	air
	NPT	CHS return	air
	NYC	CHS return	air
	NPTNPT	NYC	auto
	NPTNPT	Portland return	auto
	NPT	NYC return	auto
	NPT	Fla	air
	NYC	Portland return	air

Note: those not covered here are reflected in vehicular travel above

Team Inshore Crew

	Portland	Portland	
	Sao Palo	Portland	air
	NYC	Portland	auto
	Portland	Portland	
	Portland	Portland	
	NYC	Portland	auto
	Portland	Portland	
	Boston	Portland	auto
	Portland	Portland	
	RI	Portland	auto

Team Transportation Data

Name	Originating	Destination	Air/Train/Auto
	San Francisco	Charleston	air
	Portland	Charleston	boat
	Antigua	Charleston	boat
	Antigua	Charleston	boat
	NYC	Charleston	air
	LA	Charleston	air
	UK	Charleston	air
	France	Charleston	air
	Italy	Charleston	air
	Antigua	Charleston	boat
	NYC	Charleston	air
	Rhode Island	Charleston	air
	RI	Charleston	air
	Miami	Charleston	air
	NYC	Charleston	air
	NYC	Charleston	boat
	NYC	Charleston	boat
	St la piere	NYC	air
	San Francisco	NYC	air
	Savannah	Charleston	boat
	London	Charleston	boat
	Boston	Charleston	air
	Miami	Charleston	air
	Antigua	Charleston	boat
	Sweden	Charleston	air
	Boston	Charleston	air
	RI	Charleston	air

Team Transportation Data (continued)

	Portland	San Fran	air
	Portland	Portland	
	Portland	Sao palo	air
	Portland	Salvador de bahia	air
	Portland	NYC	auto
	Portland	Halifax	boat
	Portland	Halifax	boat
	Portland	France	air
	Portland	Italy	air
	Portland	France	boat
	Portland	NYC	auto
	Portland	RI	auto
	Newport	Newport	
	NYC	Miami	air
	Charleston	NYC	auto
	Portland	NYC	boat
	Portland	NYC	boat
	Portland	Halifax	boat
	Portland	Halifax	boat
	Portland	Savannah	air
	Portland	UK	air
	Portland	Boston	auto
	Portland	Miami	air
	Portland	France	boat
	Portland	Sweden	air
	Portland	Boston	auto
	Portland	RI	auto

Lodging Data – Staff

Hotel	Num. of Rooms	Total Num. (Room-Nights)	Any Environmental Factors to note
Holiday Inn Express Charleston Downtown	5 rooms (double queen)	30	GREENengage Program
Air B&B	3 room (single)	6	Jersey City apartment
Portland Hyatt	6 rooms (double queen)	45	Green Certified Program
Motor Yacht - Clover Leaf (Jersey City)	6 berths	30	shore power for lodging, housing and office

Office Data

Location	Size (sq.ft.)	Num. of days/hours (est.)	Notes
Charleston Marina	225	6d or 72hrs	Used daylight and AC
Motor Yacht clover leaf	226	7 days	Used daylight and natural ventilation
Crows Nest at dock	800	7days	Used daylight and natural ventilation

Event – Venues and Attendee Travel Data

Hrs.	Venue	Attendance	Est. Transit (survey)	Notes
3	One Longfellow Square	75	Car/Carpooling/Walk	
3	T-Bonz Charleston	125	Car/Carpooling/Walk	Event space shared with regular customers as well
3	Maritime Parc	100	Public transit/walk	Energy-efficient building, sustainably sourced food
3	Centerboard Yacht Club	200	Yacht Club Tender/Public transit/walk	Energy-efficient building with outdoor space and natural ventilation during event

Appendix C – Hotel Energy Efficiency Programs

Holiday Inn GREENengage program

You can be assured that when you stay at an IHG Green Engage Hotel, you are participating in an advanced, world-wide sustainability effort. We understand that it is important for you to have an active role in protecting our environment and that's why we've made it easier for you to choose a hotel that matches your sustainable values.

IHG Green Engage™ system

We know that sustainability is as important to you as it is to us – and that's why we've made it easy for you to stay at a hotel that shares your values. All our hotels use the IHG Green Engage system, an innovative online environmental sustainability system that gives our hotels the means to measure and manage their impact on the environment. The hotels can choose from over 200 'Green Solutions' that are designed to help them reduce their energy, water and waste, and improve their impact on the environment.

The IHG Green Engage system has four levels of certification that our hotels can achieve and those achieving Level 3 certification or above can reduce energy use by up to 25%.

Level 1 is a requirement for all IHG hotels.

Level 1 hotels have completed ten best practice solutions that set them up for success and support them through activities that provide immediate energy and costs savings. This includes actions such as tracking consumption data, setting up a property green team and installing energy efficient lighting in guest rooms.

Level 2 hotels have really begun to see the benefits of sustainability on property, and have taken steps to go above and beyond the basics and implement solutions such as sustainable purchasing and ingraining sustainability into the hotel operations.

Level 3 hotels have mastered the foundations of sustainability, and are embarking on large projects, such as installing energy efficient appliances and sustainable site management.

Level 4 hotels are leading hotels in the environmental sustainability area. They demonstrate leading and innovative approaches to being sustainable.

Hyatt Portland Old Port

Green Initiatives

The Eco-Friendly Hotel Solution in Maine

When we tell guests that we offer state-of-the-art energy technology in our building, we don't shirk on that claim. Offering contemporary solutions to provide guests with incredible modern conveniences with a local conscience, Hyatt Place Portland-Old Port takes innovative steps into the future. A powerhouse, green-certified hotel that leads by example, below are many of the ways we use our resources to improve the lodging experience of our visitors.

Portland, ME Green Certified Hotel Features:

- 10 KW Co- Gen (reduces power consumption, creates domestic hot water)
- Otis ReGen Elevators with Efficient Gearless Machines (ReGen redirects energy into the building's electrical grid, powering other building systems)
- LED Lighting
- Poly-Iso Cyanurate Insulation (foam insulation)
- High Efficiency Condensing Boilers
- INNCOM (manages energy for temperature and lighting in guestrooms)
- Energy Recovery Ventilator's (swaps fresh air with air in the hotel)
- LED TVs (EnergyStar)

Hotel's Green Initiatives

- Electric Car Charging Stations
- More Charging Options
- Maine's Environmental Leader

Appendix D – ISO 20121

ISO 20121 is a management system standard that was designed to assist event-oriented organizations improve the sustainability of their activities and productions. It was based on an earlier 2007 British Standard called 'BS 8901 Specification for a Sustainability Management System for Events'. The international version of the standard was developed for the London 2012 Olympics. Basically, ISO 20121 describes the layout of a management system that can help any event related organization to: reduce its environmental footprint, become more socially responsible, and continue to be financially successful.

In 2016, the Atlantic Cup downloaded the ISO 20121 guidelines and reviewed them in detail. These guidelines are designed to help to put the procedures in place to create a successful management plan focused on sustainability. We endeavored to follow stated guidelines as they relate to established Atlantic Cup 2016's Sustainability Plan and Management program.

In 2016, the Atlantic Cup contacted multiple agencies associated with the ISO 20121 for support. It appears that currently, there are no reviewing agencies available for this standard. Due to this fact, we conducted a self-review to incorporate this standard in 2016 and in 2018 and will continue to improve upon our own sustainability guidelines.

Overall, the ISO 20121 standard allows us to validate and compare our own sustainability methodologies/strategies with the developed standard. This standard was developed to provide very large organizational groups such as the Olympics needed guidance and includes structural concepts applicable to entities of this scale but these concepts can also be utilized for smaller organizations and events. Since its inception, the Atlantic Cup has established itself as an organization, which developed a core sustainability theme for the sailing race and associated events; the organization will continue to improve upon those efforts going forward. Any additional concepts that the ISO standard can provide will be incorporated accordingly for upcoming races.

Overview of ISO 20121 System

Scope of the Management System
Context of the organization (4.1)
Scope of the management system (4.3)
Sustainability management system (4.4)
Commitment and Policy
Sustainability Policy (5.2)
Personal statement of sustainability commitment
Sustainable development principles and statement (4.5)
Green Office Procedure and Checklist
Delegation, Awareness, Competence, Training
Delegation of Duties for Sustainability Management (5.3)
Sustainability Competency and Training Log (7.2)
Stakeholders and Communications
Procedure: Identifying and Engaging Stakeholders
Sustainability Communications Procedure
Sustainability Communications Checklist
Issues Identification and Management
Procedure: Issues Identification and Evaluation (6.1.2)
Procedure: Legal and Other Requirements (6.1.3)
Objectives and targets (6.2)
Operational Planning and Control
Destination Client Venue Checklist
Waste
Traffic/transport

Water
Energy
Catering
Environmental Management Plan
Human Resources – Policy (Fair/Safe work, Health, etc.)
Supply Chain Management
Sustainable Procure Policy (8.3)
Supply chain management procedure (8.3)
Local hiring policy (8.3)
Sponsorship management policy (8.3)
Review and Reporting
Reporting Procedure (9)
Internal Audit Procedure (9.3)
Sustainability System Management Review (9.4)
Nonconformity and corrective action (10.1)

Appendix E – Example of Sustainability Portion of the Vendor Agreement for Portland Race Village in 2016 – note applicable for 2018 but used as basis for engaging facilities and event venues

10. SUSTAINABILITY. The Atlantic Cup is the most environmentally sustainable sailing race in the United States. As such, all vendors and vendors must comply with the sustainability guidelines at the Race Village. There will be a no single use plastic water bottle policy in effect. Race Management will supply a water filtration system for all patrons and vendors and vendors are asked to bring their own canteens and reusable water bottles to the village. All vendors must recycle and compost in the provided receptacles. MSEM encourages all vendors to consider the life cycle of the products they use for the display and to consider alternative materials to products that have no reusable life (i.e. vinyl). In addition, please note vendors must agree to the following recycling guidelines as we as our goal is to produce a net-zero event:

- Any trash brought in by vendor will have to be removed by vendor
- Vendors will be provided with specific containers for recycling and composting
- Cardboard – all cardboard will be collected for recycling at a central location

For Food Vendors:

- Cooking oil – will be collected a central location by event staff
- Food waste – receptacles will be provided for composting
- Utensils, plates, cups, napkins – use only biodegradable materials suitable for composting (*please contact Manuka SEM if this will be problematic for your organization)
- Plastic bottles (water, soda, juice etc.)– will not allowed. Instead vendors will provided cups that patrons can use at the refilling station for water. Vendors may sell drinks in cans and/or glass.
- No individual condiment containers are allowed
- Glass and metal – containers will be provided throughout the event village for recycling.

Appendix F – Sailors for the Sea Clean Regattas Check List

Clean Regattas Tool Kit 2016
Best Practices Checklist

To attain credit for a best practice, you must meet ***ONE*** of the three sustainability indicators listed

EVENT MANAGEMENT

1. Assemble a Green Team
- ☐ Invite the community to help with the sustainability challenge.
- ☐ Create a dedicated team of volunteers/staff to assist liaison with running a Clean Regatta.
- ☐ Identify and recognize your Green Team to participants.

2. Public Engagement
- ☐ Create a sustainability page on your regatta website.
- ☐ Share Sailors for the Sea ocean conservation message with competitors and display sustainability signs throughout event.
- ☐ Promote Clean Regattas to media through press releases, social media and in news stories.

3. Paperless Regatta Management
- ☐ Use an online Regatta Management System to handle all electronic registration.
- ☐ Use 100% Post-Consumer Recycled Paper or FSC-certified paper. Ensure all printouts to be double-sided.
- ☐ Switch to a flat screen monitor or whiteboard to broadcast event results.

4. Environmental Outreach
- ☐ Invite local environmental groups to host an information booth.
- ☐ Create Green Awards to highlight best practices by a specific individual or boat.
- ☐ Host a photography or art contest to coincide with the Clean Regatta.

5. Regatta Awards
- ☐ Create or use a perpetual trophy.
- ☐ Award gear or usable items as trophies.
- ☐ Use sustainably sourced or upcycled items in the trophy creation process.

FOOD AND BEVERAGE

6. Water Bottle Reduction
- ☐ 100% elimination of all single-use plastic water bottles at your event.
- ☐ 80% elimination of all single-use plastic water bottles at your event.
- ☐ Either provide or require participants to bring their own reusable water bottle.

7. Water Refilling Stations

- ☐ Make water coolers or water jugs available to refill water bottles on land.
- ☐ Provide water to participants out on the water via coach boats or designated water boats.
- ☐ Install permanent or semi-permanent water filtration systems.

8. Sustainable Food Options

- ☐ Work with catering company to offer locally sourced or organic foods.
- ☐ Ensure that all seafood is sustainably sourced.
- ☐ Offer vegetarian alternatives to lower your menu's carbon footprint.

9. Responsible Dinnerware

- ☐ All single-use dinnerware is recyclable or compostable. No Styrofoam.
- ☐ Eliminate straws.
- ☐ Eliminate 85% of single-use dinnerware, including plates, cups, and cutlery.

WASTE REDUCTION

10. Recycling

- ☐ Ensure 1:1 ratio of Landfill to Recycling bins.
- ☐ Divert 50% of all waste from entering the landfill.
- ☐ Hand out compostable bags to competitors to encourage recycling on the water.

11. Compost

- ☐ Ensure 1:1 ratio of Landfill to Compost bins.
- ☐ Divert all food scraps from landfill.
- ☐ Coordinate with outside group to collect food scraps or create a compost bin on site.

12. Trash Free Regatta

- ☐ Have Green Team and participants monitor event site and remove litter.
- ☐ DO NOT alter Rule 55 (Trash Disposal) from the ISAF Racing Rules of Sailing and remind sailors of this rule at skippers' meeting.
- ☐ Organize a beach or boatyard cleanup with volunteers and/or participants.

13. Eliminate Single-use Bags

- ☐ Use reusable bags while shopping for event.
- ☐ Offer competitors reusable bags to hold event documents.
- ☐ Eliminate lunch bags or ensure that they are compostable.

14. Good Waste Management

- ☐ Ensure that a Recycle and Compost bin (if applicable) are placed adjacent to all Landfill bins.
- ☐ Conduct a *Waste Audit* to determine what kind of waste your participants are primarily tossing.
- ☐ Educate staff and participants about what can be recycled versus composted or landfill.

VENUE MANAGEMENT

15. Responsible Signage

- ☐ Make sure all waste bins are clearly marked RECYCLING, COMPOST, or LANDFILL.
- ☐ Reuse signage year after year.
- ☐ Make sure all signage is made from fabric or sustainably sourced material, not PVC.

16. Promote Alternative Transportation

- ☐ Provide secure bike racks to promote bicycling.
- ☐ Encourage public transportation, carpool, or hybrid cars to/from event in all print/online communications.
- ☐ Give a parking discount or VIP parking spots for participants who carpool or drive hybrids.

17. Sustainable Energy Sources

- ☐ Use biodiesel in any onsite generators, committee boats or race boats.
- ☐ Purchase renewable energy credits from electric company.
- ☐ Install solar panels or wind turbine onsite or aboard race boats.

18. Runoff Reduction

- ☐ Set up a rain barrel(s) to collect precipitation at your event.
- ☐ Reduce fertilizers and/ or pesticides on venue property.
- ☐ Discuss long-term solutions for reducing runoff at your venue.

19. Carbon Offsets

- ☐ Conduct an energy audit of your venue.
- ☐ Invest, find sponsorship or collect donations to offset full or part of your events carbon dioxide emissions.
- ☐ Track participant travel and include in calculation of carbon footprint.

RACE MANAGEMENT

20. No Discharge

- ☐ Remind all participants in Notice of Race (NOR) and at skippers' meeting that sewage discharge is illegal.
- ☐ Coordinate to make sure that affordable or free pump-out services are available for all boats.
- ☐ Require and provide dye tablets for all participants' holding tanks.

21. Toxic-free Cleaning

- ☐ Eliminate the use of any harmful cleaning products at event site.
- ☐ Suggest a "Water Only Washdown" protocol for boats at your event.
- ☐ Require use of nontoxic cleaning products.

22. Oil Spill Prevention

- ☐ Provide all motorboats with ONE bilge sponge and ONE fueling spill pad.
- ☐ Create "Safe Refueling Areas" and ensure proper training to all staff.
- ☐ Coordinate with nearby organizations or marinas to have emergency plan in case of large oil spill emergency.

23. Maintenance

- ☐ Ensure all fiberglass sanding/fairing be contained and collected.
- ☐ Provide secure and enclosed location for all boat maintenance.
- ☐ Do not allow boats with bottom paint to scrub while in the water.

24. Efficient Power Boats

- ☐ Replace any two-stroke engines with more fuel-efficient four-stroke engines.
- ☐ Invest in fuel-efficient rigid inflatable boats (RIBs) instead of fiberglass.
- ☐ Limit number of crashboats on racecourse by having coaches "carpool" with each other.

25. Wildlife and Habitat Protection

- ☐ Integrate key marine wildlife information into your event and notify participants in advance of any protocols around wildlife encounters (*Wildlife Disruption Prevention Plan*).
- ☐ Provide participants with data reporting forms to be completed at sea, collecting any relevant information about wildlife.
- ☐ Prepare participants to report collisions, injured wildlife, or damaged habitat.