

## Sample Energy Action Plan

What is the issue?	What action will we take?	Who will do it?	When will it be done?	How will we monitor progress?	How will we know if we succeeded?	What will it cost?
Need to know our school's current energy use	Take regular meter readings	Energy sub-committee of Eco-Action Team	By end of October	Recalculate quarterly to see changes and develop a pattern of energy use	Our energy use will decrease	Nothing
Drafts around windows and doors contribute to energy loss	Seal around windows and doors to avoid drafts	Eco-Action Team and other interested students	November	Check around seals each year to make sure no warm or cool air is escaping	Our energy use will decrease because we won't have to use heating and A/C as much	A couple hundred dollars for weather stripping and draft guards
The thermostats are always set at the same temperature	See if thermostats can be set at appropriate levels for different times of the day and year	Facilities Manager	Ongoing	We will check thermostats on a regular basis to make sure they are at the correct temperature	The thermostats will be at the appropriate temperature for different times of the day and year	Nothing
It takes a lot of energy to heat water in the school	Fit insulation around bare hot water pipes and adjust the temperature on hot water heaters	Facilities Manager/ Janitor	January	Check each year to make sure all water pipes are insulated and hot water heaters are at the correct temperature	We use less energy to heat the water we use, our energy use decreases	A couple hundred dollars for insulation
There are a lot of light bulbs throughout the school that use a lot of energy	Replace incandescent light bulbs with compact fluorescent light bulbs (CFLs)	Eco-Action Team / Janitor	March	How many light bulbs are switched over to CFLs	If by the end of the year at least half of the light bulbs are CFLs	A couple dollars for each light bulb

The school community does not know much about energy efficiency	Make posters and flyers to educate students	Student volunteers	Mid-March	Are there signs up to inform people throughout the school and educational materials available	Conduct a survey to find out if students understand the basics of energy efficiency	Nothing
A lot of energy is wasted at the school	Appoint energy monitors in each class to make sure lights and electronics are turned off when not needed	Volunteer from each class	April	Has each class assigned an energy monitor	Regular checks of classrooms show that at least 60% of classes follow the guidelines	Nothing

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