

STATUS REPORT
FY 20-21

**V. 5% LOWER
EMISSIONS FROM
PROFESSIONAL
TRAVEL BY 2025**





V. 5% LOWER EMISSIONS FROM PROFESSIONAL TRAVEL BY 2025

- Target Actions
- Expand Online Conferencing
 - Establish a Bank of High-Quality GHG Offsets

Sustainability Plan guiding principle



BASELINE METRIC(S):

- Formalize agreement with a Carbon offsets provider from RFP

Q2 ACTIVITY:

Completed master contract agreement with ACT/Evergreen. Worked with ENVIR 480 Class to conduct market analysis and campus survey, mainly to students and some faculty. Refined and documented flight data processing and began looking at flights by department. Began discussions around how to publicize flight reduction efforts.

Q1 CHALLENGES ADDRESSED:

We completed a UW master contract agreement with selected vendor ACT Commodities and Evergreen Carbon. This agreement is available for all other WA state agencies. A draft policy statement is underway to be reviewed with the Policy Committee. Created data displays showing major contributors to our flight emissions

Action Owner:	Claudia Frere-Anderson, UW Sustainability Marilyn Ostergren, UW Sustainability
Target Team:	Travel Reduction Team: Gary Handwerk, Jeremy Hess, Allan Cortina, Alexa Russo, Forrest Baum Offsets Policy Team: Claudia Christensen, Aleanna Kondelis, Monica Acevedo-Soto, Mark Kirschenbaum, Kalina Bathke, Christoph Strouse

ACTION STATUS: ✗ ○ ✓

Action: Expand Online Conferencing	
Action: Establish a Bank of High Quality GHG Offsets	✓

MITIGATING RISKS:

A communications plan needs to be developed to begin socializing travel data with campus departments. This will help pave the way for setting up a voluntary offsets program for travel related emissions.

NEXT QUARTER ACTION:

Work with Rules Coordination office to submit Carbon Offsets policy statement-



STEPS STATUS:

<p>Action 1: Expand Online Conferencing</p>	<p>Step 1: Develop a UW wide system for measuring avoided air travel in addition to actual air travel.</p>	<p>Step 2: identify incentive programs that encourage use of teleconferencing facilities.</p>	<p>Step 3: Create a recognition program rewarding on-campus innovators.</p>
<p>Action 2: Establish a Bank of High Quality GHG Offsets</p>	<p>Step 1: Make UW's first bulk purchase of offsets through our contracted broker.</p>	<p>Step 2: Work with the broker to set up a GHG offsets bank for use by faculty & staff travelers</p>	<p>Step 3: Increase visibility of the travel offsets program across campuses and engage students for project identification of carbon offsets</p>

V. 5% LOWER EMISSIONS FROM PROFESSIONAL TRAVEL BY 2025

- Target Actions
- Expand Online Conferencing
 - Establish a Bank of High-Quality GHG Offsets

Sustainability Plan guiding principle

Use resources responsibly

✗ Note: Copy and Paste the appropriate 'status icon' to the right of each **Step #** above to complete the Steps Status.

○

✓

ACTION:

Expand Online Conferencing



Steps we will take in FY 2021

1. Develop an enterprise-wide system for measuring online attendance (avoided air travel) in addition to actual air travel. Compare 2005 baseline with reductions achieved during the period of intensive COVID-related travel restrictions, and reassess the numerical Target as of July 1, 2021. Review the financial impact savings from reduced air travel and associated costs.
2. UW Sustainability advocate across campus for intensified use of existing teleconferencing facilities. Begin identifying incentive programs that encourage use of teleconferencing facilities. This could be used in support of a UW-wide policy level change with increasing centralized tracking and reporting of air travel.
3. Create a recognition program rewarding on-campus innovators. The structure is yet to be determined, but it is likely to (1) provide separate awards for the three campuses; (2) include one class of award(s) based on a quantitative GHG reduction metric, and (3) include one class of award(s) based on an individual's innovation, leadership or advocacy.
4. Lobby the Association for the Advancement of Sustainability in Higher Education (AASHE) for inclusion of professional air travel as a mandatory credit in version 3.0 of the Sustainability Tracking Assessment and Rating System (STARS). Concurrently, reach out to other national and regional sustainability related conference organizers to encourage use of telepresence.

Statuses and linkages

Beginning with UW's 2017 greenhouse gas inventory (and accompanying baseline adjustment process), the University has established a methodology for computing a significant percentage of total professional air travel miles each year from existing data sources.

Academic departments are actively seeking opportunities to promote hyper-local conferencing.

Financing

 The recognition program can be funded with a surcharge applied to internal purchases of greenhouse gas offsets (see below).

Metrics

- The primary metric for Action success will be the travel footprint described in Step 1.

STARS does not include a credit representing this change directly.

NO
PROGRESS

ON TIME

SOME
PROGRESS

Expand Online Conferencing

STEP 1:

Develop an enterprise-wide system for measuring online attendance (avoided air travel) in addition to actual air travel. Compare 2005 baseline with reductions achieved during the period of intensive COVID-related travel restrictions, and reassess the numerical Target as of July 1, 2021. Review the financial impact savings from reduced air travel and associated costs.

ACTIONS THAT OCCURRED/ONGOING OCT - DEC 2020:

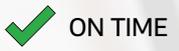
- We haven't attempted to measure *avoided* air travel.
- We've refined and documented the process set in place to calculate carbon emissions for professional travel and provided the relevant values to Jecca for calculating emissions (number of flights and miles traveled).
- We've paired the CTA (Corporate Travel Account) data with UW org code data to make displays for individual departments.
- We've communicated with the Travel Office and the people working on Finance Transformation to let them know what type of data we would ideally track in the future (e.g. department information for eTravel reimbursement and traveler role - e.g. Assistant, Associate Professor, staff etc).
- We've begun making meaningful displays of the travel data (displays that trigger questions and conversations)

CHALLENGES ENCOUNTERED OCT - DEC 2020:

- It was challenging to get access to the complete org code list, but we figured that out (through EDW). It's also challenging to work with the org codes because there are multiple levels of hierarchy and the data isn't meaningfully aggregated at a single level.
- It's also challenging to get data about the size of departments because there are multiple ways to determine this.

PLAN FOR JANUARY - MARCH 2021:

- We're now working on getting data about the size of departments to make the data more meaningful.



Expand Online Conferencing

STEP 2:

UW Sustainability advocate across camps for intensified use of existing teleconference facilities. Begin identifying incentive programs that encourage use of teleconferencing facilities. This could be used in support of a UW-wide policy level change with increasing centralized tracking and reporting of air travel

ACTIONS THAT OCCURRED/ONGOING OCT - DEC 2020:

- As in Q1, we haven't done anything to advocate for intensified use of existing teleconference facilities since we aren't on campus to use them.

CHALLENGES ENCOUNTERED OCT - DEC 2020:

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PLAN FOR JANUARY - MARCH 2021:

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Expand Online Conferencing

NO
PROGRESS

ON TIME

SOME
PROGRESS

STEP 3:

Create a recognition program rewarding on-campus innovators. The structure is yet to be determined, but it is likely to (1) provide separate awards for the three campuses; (2) include one class of award(s) based on a quantitative GHG reduction metric, and (3) include one class of award(s) based on an individual's innovation, leadership or advocacy.

ACTIONS THAT OCCURRED/ONGOING OCT - DEC 2020:

- We've had some discussion around this and looked at other awards programs on campus as potential models.

CHALLENGES ENCOUNTERED OCT - DEC 2020:

- This would require substantial effort to identify who should receive these awards. It's hard to quantify not flying.
- This doesn't feel like the best place to put our energy.

PLAN FOR JANUARY - MARCH 2021:

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METRICS & LINKAGES:

Beginning with UW's 2017 greenhouse gas inventory (and accompanying baseline adjustment process), the University has established a methodology for computing a significant percentage of total professional air travel miles each year from existing data sources. Academic departments are actively seeking opportunities to promote hyper local conferencing

METRICS:

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LINKAGES:

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ACTION:

Establish a Bank of High-Quality GHG Offsets



Steps we will take in FY 2021

1. Make UW's first bulk purchase of offsets through our contracted broker.
2. Work with the broker to set up a GHG offsets bank for use by faculty & staff travelers.
3. Increase visibility of the travel offsets program across campuses, focusing on faculty and staff and engage students for project identification for carbon offsets, while inviting student research projects that evaluates the cost of carbon.

Statuses and linkages

This is linked to offsetting emissions through air travel in the instance when air travel is the only option. The contract with the offsets broker has been secured. However, UW still needs to make decisions regarding quality and source of offsets to purchase. This effort will be led by UW Sustainability and UW Facilities, but include broad outreach to the students, staff and faculty and engagement for educational opportunities.

Financing

No additional financing required for FY 2021. This will be coordinated through current staffing from UW Facilities and Procurement Services.

Metrics

- The primary metric for Action success will be the ratio of air travel offsets purchased, divided by total quantity of air travel reported in UW's annual GHG inventory.

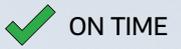
AASHE STARS does not address professional travel emissions



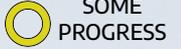
GOING BEYOND
AAHSE STARS



Establish a Bank of High-Quality GHG Offsets

NO
PROGRESS

ON TIME

SOME
PROGRESS

STEP 1:

Make UW's first bulk purchase of offsets through our contracted broker.

ACTIONS THAT OCCURRED/ONGOING OCT - DEC 2020:

Procurement Services and UWF Finance completed the master contract agreement with ACT/Evergreen. A bulk purchase amount has not been established until we understand cost range of the different types of offsets.

CHALLENGES ENCOUNTERED OCT - DEC 2020:

No significant challenges were met during this time.

PLAN FOR JANUARY - MARCH 2021:

- Revise draft policy statement
- Reach out to Rules Coordination Office
- Develop communications to engage departments with travel data

NO
PROGRESS

ON TIME

SOME
PROGRESS

Establish a Bank of High-Quality GHG Offsets

STEP 2:

Work with the broker to set up a GHG offsets bank for use by faculty & staff travelers.

ACTIONS THAT OCCURRED/ONGOING OCT - DEC 2020:

A working group comprised of members from UW Sustainability, Facilities Finance, Procurement Services, Utilities Operations and students have been actively meeting to define the scope of a voluntary Carbon Offsets program for UW. The group has been meeting twice a month to complete a master contract agreement with a vendor that was selected in a RFP process in 2019. The vendor is ACT Commodities and Evergreen Carbon. A governance structure was established to create a Policy Committee who can oversee policy recommendations. The working group drafted a policy statement and presented to the Policy Committee. The group was advised to revise the draft policy and resubmit for review and approval. The working group will engage the Rules Coordination Office to seek guidance about inclusion as a formal Administrative Policy Statement.

CHALLENGES ENCOUNTERED OCT - DEC 2020:

No significant challenges were encountered in the last quarter. Travel data is coming along and we need to create a manageable process to update this information on a quarterly basis. Currently datasets are separated and need to be manually updated to calculate GHG emissions.

PLAN FOR JANUARY - MARCH 2021:

- Continue to refine travel related data and meet with departments to present information and discuss costs associated with offsetting travel related GHG emissions.

NO
PROGRESS

ON TIME

SOME
PROGRESS

Establish a Bank of High-Quality GHG Offsets

STEP 3:

Increase visibility of the travel offsets program across campuses, focusing on faculty and staff and engage students for project identification for carbon offsets, while
ACTION: Establish a Bank of High-Quality GHG Offsets inviting student research projects that evaluates the cost of carbon.

ACTIONS THAT OCCURRED/ONGOING OCT - DEC 2020:

We worked with a Program on the Environment class (ENVIR 480) to research types of offsets and conduct a student survey. Findings provided the general types of offsets that students would be interested in

- Renewable Energy
- Energy Efficiency
- Forestry
- Sequestration/Carbon Capture
- Methane Capture/Waste Management

CHALLENGES ENCOUNTERED OCT - DEC 2020:

No significant challenges were encountered.

PLAN FOR JANUARY - MARCH 2021:

Work with Air Travel Reduction group to create messaging and communications about Carbon Offsets. Engage students who are interested in carbon offsets for capstone research or other coursework.

METRICS & LINKAGES:

This is linked to offsetting emissions through air travel in the instance when air travel is the only option. The contract with the offsets broker has been secured. However, UW still needs to make decisions regarding quality and source of offsets to purchase. This effort will be led by UW Sustainability and UW Facilities, but include broad outreach to the students, staff and faculty and engagement for educational opportunities

METRICS:

Baseline metric: 2019 Scope 3 GHG data

LINKAGES:

