

# LAB EFFICIENCY ACTION PROGRAM (LEAP) REGISTRATION



Thank you for your lab's interest in the Lab Efficiency Action Program (LEAP)! This program is offered by the UNTHSC Office of Sustainability within Facilities Management. The purpose of this program is to encourage labs to be more sustainable through efficiency, conservation, safety and collaboration.

## GENERAL LAB INFORMATION

In order to start the process for certification, turn in this registration form to the Office of Sustainability by emailing it to [sustainability@unthsc.edu](mailto:sustainability@unthsc.edu) or sending it to Facilities Management Building room 110.

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Head/Principal Investigator

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Department

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Subject Matter of the Lab

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Lab Location

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Lab Manager (if applicable)

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Number of People Working in the Lab

## LEAP CONTACT

In order to apply for LEAP, you must designate two people in your lab to be the primary contacts between your lab and the Office of Sustainability.

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Leap Coordinator (primary)

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Email

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Phone #

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Leap Coordinator (secondary)

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Email

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Phone #

## COMMITMENT STATEMENT

Our lab is applying for UNTHSC's LEAP Certification. As the head of the laboratory, my signature below indicates our commitment and support to ensure that our laboratory fulfills the requirements of the program.

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Head/Principal Investigator Signature

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Date

## CERTIFICATION STEPS

1. **Registration:** Submit the completed LEAP Registration Form to the Office of Sustainability at [sustainability@unthsc.edu](mailto:sustainability@unthsc.edu) (must have PI's approval).
2. **Orientation:** Schedule a mandatory orientation to get more details about completing the program and to answer any questions you may have. Most of the lab members should attend including the PI. See credit IC1 under Involvement & Communication for more details.
3. **Checklist:** Complete the program within 4 months of submitting the registration form. The guidelines and checklist will be supplied according to the track you choose.
4. **Submission:** Submit the completed checklist and supplemental information (2<sup>nd</sup> tab of the checklist document) to the Office of Sustainability at [sustainability@unthsc.edu](mailto:sustainability@unthsc.edu).
5. **Certification Audit:** The Office of Sustainability will perform the audit by going through each credit earned and verifying compliance. The team will discuss if their assessment aligns with the same total of points your lab provided. If assessments do not align, the LEAP team will make explanations available and you will have 3 weeks to provide clarifications or make edits to your checklist before it gets approved.
6. **Certification Award:** You will be awarded certification based on the points earned and receive a plaque and the appropriate award funds.

## CERTIFICATION LEVELS

LEAP has 2 tracks. Please check the box next the track your lab has chosen to pursue. You may choose at orientation if your lab is undecided at the time of registration.

- LEAP Base:** This track is for labs that do not have a lot of high-energy equipment such as freezers, refrigerators, fume hoods, etc. It is a simpler track than LEAP Prime in that it has a total of 60 points as opposed to 110 points for LEAP Prime. Because LEAP Base is a simpler track, places less emphasis on energy savings, and should be quicker to complete; the awards are lower than LEAP Prime.
  - **Total Points:** 60 pts.
  - **Awards:** **Bronze(\$100): 25 to 29 pts; Silver (\$250): 30-39 pts; Gold (\$500): 40 to 49 pts; Platinum (\$1000): 50 to 60 pts**
- LEAP Prime:** This track is primarily for wet labs that use high-energy equipment such as freezers, refrigerators, fume hoods, etc. It has more credits and points than LEAP Base, and the points are weighted heavier towards the energy efficiency credits. Furthermore, LEAP Prime awards more award funds because it has more credits and more potential for energy savings.
  - **Total Points:** 110 pts.
  - **Awards:** **Bronze(\$300): 50 to 60 pts; Silver (\$750): 61 to 70 pts; Gold (\$1500): 71 to 85 pts; Platinum (\$3000): 86 to 110 pts**

