



Johnson Fediw Associates
 6 Gold Leaf Place
 The Woodlands TX 77384
 281-687-6966
 www.GreenEarthGreenPlants.com
 info@JfaConsultingBiz.com

Green Earth–Green Plants® Interior Plantscape Project Certification Assessment

Name and physical address of Project:		Date of application:
Project's owner or building manager:	Project contact information: Email: Phone number	

Project Category: <input type="checkbox"/> Small office (250 to 2400 sq ft UPA) \$250 fee <input type="checkbox"/> Medium office (2400 to 4800 sq ft UPA) \$295 <input type="checkbox"/> Large office (over 4800 sq ft. UPA) \$350 fee <input type="checkbox"/> Residence \$295 <input type="checkbox"/> Building/Hotel Lobby \$400 fee <input type="checkbox"/> Office campus (multiple buildings within one location and within walking distance) \$400 fee <input type="checkbox"/> Atrium (some natural light, over 4800 sq ft.) \$495 fee <input type="checkbox"/> Mall (excludes shops) \$495 fee (renewal fee will be 50% of the original fee if still maintained by the same plant care company)	Total Square Footage of Usable Planting Area:(see below for definition)
---	---

Person applying for certification and relationship: Name: Company: Address: Email: Relationship: <input type="checkbox"/> Interiorscape contractor <input type="checkbox"/> Manager <input type="checkbox"/> Owner <input type="checkbox"/> Designer/Architect <input type="checkbox"/> Other: _____	Signature of applicant: _____ Is the project installed/maintained by a Green Earth—Green Plants Certified Business? If so you may deduct \$50 from the Project Certification Fee. Name of certified business: _____
---	--

Application fee: Paid by <input type="checkbox"/> check <input type="checkbox"/> Credit card Credit Card #: _____ Exp: _____ Name on card: _____ Billing Address: _____	Fee: \$ _____ Less \$50 discount if installed/maintained by a Green Earth—Green Plants Certified Business: \$ _____ Total amount: \$ _____
--	--

Certification is in effect for an initial 2 year period. Should a new plant care company or plan be put into place, certification is null and void. Project must be re-certified at full fee at that time.	<input type="checkbox"/> New Project <input type="checkbox"/> Existing Project
--	--

For purposes of this certification "Usable Planting Area" is defined as the Net Lettable Area or Net Occupiable Area excluding: Hallways and corridors. Restrooms. Food preparation areas. Stairwells, steps and elevator shafts. Science laboratories and other technical areas within reason. Any areas not occupied 75% or more of the time during the regular hours of the business or residents (such as empty office space.) Optional: The area within six feet of an outside entrance or safety exit may be excluded if the placement of plants would pose a safety risk Please note: these areas may be included if the applicant has plants in these areas and wants to include these plants in their calculations.	If project is less than one year old from installation or refurbishing, please provide as much documentation as possible and any copies of service plans or policies.
--	---



Green Earth–Green Plants® Project Certification Assessment Form

Instructions:

Note: Your interiorscape project does not need to qualify for every criteria or every point possible. We realize that designing and maintaining an eco-friendly interiorscape project is about making choices based on your market, client preferences, budget constraints, size of your project, availability of products, local conditions and local regulations.

1. Fill in the right-hand column with the eligible number of points for each criterion you are claiming. Points are assigned based on their impact on the environment, health and wellbeing. You must attain a minimum of 100 points to qualify for certification.
2. Most criteria will require that you send proof or documentation. This may be in the form of photos, copies of receipts, schedules, etc. Everything you send will be held in the strictest confidence. Your documentation will not be shared with any other persons or organizations without your written permission.
3. If you prefer an on-site inspection instead of sending proof, please call 281-687-6966 and we will quote you the additional costs. You can expect those costs to cover travel expenses, etc. We will take the photos and make the copies as needed for your documentation.
4. By signing this assessment, you agree to allow us to make surprise on-site inspections to make sure your project is complying with the criteria you are claiming. Any surprise on-site inspections will be done at our own cost, not yours.
5. By signing this assessment, you also agree that you are being truthful and are complying with all federal, state and local laws and regulations. Conviction under any laws or regulations may be cause for immediate revocation of your certification.
6. All materials and information you send us will be held in strictest confidence by Johnson Fediw Associates and its agents. If anyone contacts us concerning your project certification, we will verify your status and will only send them additional information upon your approval.
7. Please send your completed assessment form and documentation in strictest confidence by email to Kathy Fediw, LEED AP, CLP, CLT at info@JfaConsultingBiz.com, or mail to Kathy Fediw, LEED AP, CLP, CLT, Johnson Fediw Associates, 6 Gold Leaf Place, The Woodlands, TX 77384.
8. If you have any questions or need assistance, please call 281-687-6966. Our offices are open 8:00 AM to 5:00 PM Central Time (Texas, USA.)

Thank you!



Criteria	Documentation:	Office Use Only:
<p>PREREQUISITES:</p> <p>Your project must meet these criteria in order to qualify:</p>		
DENSITY OF INDOOR PLANTS:		
<p><input type="checkbox"/> Option A: Based on the latest research from UTS in Sydney, Australia: For every 160 square feet of Usable Planting Area there shall be a minimum of: One 8", or 10" or 12" plant or larger, or Three 5" to 7" plants.</p> <p><input type="checkbox"/> Option B: Based on the criteria required in Australia's Green Star rating system for green buildings: For every 160 square feet of Usable Planting Area there shall be a minimum of: One 12" plant or larger, and/or Two 8" plants or larger, and/or Four 6" plants or larger.</p> <p>Each enclosed space (enclosed by 4 ceiling-to-floor walls or windows) must include the minimum number and size of plants for the option you choose, regardless of the square footage of the area.</p> <p>These measurements are for the original grow pot diameter as measured by industry standards</p> <p>For the context of this assessment, Usable Planting Area is defined as space that is regularly occupied by employees and visitors and includes: Office space and conference rooms. Lobbies and reception areas. Dining and waiting areas, and bar/lounge areas. Lobbies and work areas.</p> <p>For the context of this assessment, the following may be excluded from the definition of Usable Planting Space: Hallways and corridors. Within six feet of an outside entrance or safety exit (for safety reasons.) Restrooms. Food preparation areas. Stairwells, steps and elevator shafts. Science laboratories and other technical areas within reason.</p> <p>If you choose to include the plants in these areas for your calculations, you must also include the square footage of these spaces in your calculations.</p> <p>Please note that these standards may change as new research findings are published.</p>		
<p>Documentation: please provide a floor plan drawn to scale indicating the size and location of the plants, and a copy of the plant inventory.</p>		



Criteria	Documentation:	Office Use Only:
<p>PREREQUISITES:</p> <p>Your project must meet these criteria in order to qualify:</p>		
<p>PLAN FOR CARE OF INDOOR PLANTS:</p>		
<p>The interiorscape project must have:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Option A: a current horticulture maintenance contract for a minimum 2 years; or <input type="checkbox"/> Option B: a contract for one year that renews automatically and has been professionally maintained for a minimum of one year; or <input type="checkbox"/> Option C: if care is provided in-house, there must be at least one person whose sole responsibility is the care of the plants and who has been caring for the plants on this project for a minimum of 1 year. <p>This plan must include a guarantee of the plants or if done in-house a budget for the replacement of substandard plants must be in place. If care is provided in-house the replacement budget must be a minimum of 35% of the wholesale cost of the plants or 35% of the purchased price of the plants, and must be in place for the entire period of the certification.</p> <p>Plant replacements must be of the same size, grade and value of the original plant, in accordance with standards outlined in “The Guide to Interior Landscape Specifications” published by the Professional Landcare Network (formerly ALCA.)</p> <p>Documentation: please provide a copy of the contract or budget. You may delete the amount for the contract but not the amount for a replacement budget for Option C.</p>		



<p>PREREQUISITES:</p> <p>Your project must meet these criteria in order to qualify:</p>		
<p>PESTICIDE USE:</p>		
<p>The following criteria must be met:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Option A: No pesticides are used on the project, or <input type="checkbox"/> Option B: only organic materials are used for pest control on the project, and/or <input type="checkbox"/> Option C: only pesticides labeled “caution” and/or general use pesticides available for purchase by the general public are used on the project, and no petroleum-based or aerosol pesticides are used on the project. <p>These requirements also apply to what may be used on plants 7 days prior to their delivery and installation.</p> <p>This project will be disqualified if pesticides containing the words “Warning” or “Danger” are used on the project. Aerosol sprays are not permitted (these emit HFC’s and have a high probability of drift.)</p> <p>The project will also be disqualified if pesticides are used in a manner that is not compliant with federal, state or local laws and regulations, including the qualifications for pesticide applicators.</p> <p>You are encouraged and may earn additional points for using plants that are certified as eco-friendly or those that have not been treated with pesticides within 30 days of shipment.</p> <p>Documentation: please provide pesticide logs for the past 6 months or written IPM (integrated pest management) program for this project. Please also provide copies of receipts for any materials purchased and used on this project within prior 6 months. Pesticide logs for the previous 2 years must be submitted at time of certification renewal.</p>		



<p>PREREQUISITES:</p> <p>Your project must meet these criteria in order to qualify:</p>		
<p>TRANSPORTATION TO AND FROM INTERIORSCAPE PROJECT:</p>		
<p>The pollution, greenhouse gas emissions and use of petroleum products in transporting horticulturists to and from interiorscape projects is an important concern to green building professionals and environmental activists.</p> <p>Therefore, the following criteria must be met:</p> <p>The person(s) regularly responsible for the care of the plants on this project must use one or more of the following modes of transportation to get to and from the project site:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Option A: Take public transportation, such as bus, train or subway. <input type="checkbox"/> Option B: Walk or bike. <input type="checkbox"/> Option C: Use a vanpool or carpool (share ride.) <input type="checkbox"/> Option D: Use a hybrid vehicle or alternative fuel vehicle. <input type="checkbox"/> Option E: Be on a minimum 14 day service schedule. 		



The following credits are options. Your project must acquire a minimum of 100 points from these credits in order for the project to qualify.

Criteria	Possible Points	Earned Points
PLANT SELECTION:		
Plants are eco-certified by a program such as Veriflora, including color rotations. <input type="checkbox"/> 75-100% of the plants are eco-certified. 10 points <input type="checkbox"/> 50-74% of the plants are eco-certified. 8 points <input type="checkbox"/> 25-49% of the plants are eco-certified. 6 points	Up to 10 points	
Plants are grown locally, within a 500 mile radius of the project site, including color rotations.. <input type="checkbox"/> 75-100% of the plants are grown locally. 10 points <input type="checkbox"/> 50-74% of the plants are grown locally. 8 points <input type="checkbox"/> 25-49% of the plants are grown locally. 6 points	Up to 10 points	
Please submit copies of invoices or receipts showing the grower's physical address as documentation for these 2 criteria.		
WATERING		
The use of subirrigation or automated micro-irrigation systems reduces the need for weekly maintenance visits, reduces fossil fuel use and pollution, reduces the dosage for fertilizers and pesticides, and reduces the rate of plant replacements. Options: choose one. <input type="checkbox"/> a. Subirrigation* is used on all indoor plants in a 6" or smaller growpots: 6 points. <input type="checkbox"/> b. Subirrigation* is used on all indoor plants in 6" or smaller growpots plus 25% or more of other indoor plants. 7 points <input type="checkbox"/> c. Subirrigation* is used on all indoor plants in 6" or smaller growpots plus 50% or more of other indoor plants. 8 points <input type="checkbox"/> d. Subirrigation* is used on all indoor plants in 6" or smaller growpots plus 75% or more of other indoor plants. 9 points <input type="checkbox"/> e. Subirrigation* is used on all indoor plants of all sizes. 10 points. *Subirrigation may include any of the following systems: capillary matting, CWI®, Lechuza®, MPS®, Jardinere®, Sippers®, Aquafur®, Joey Pouch, Oasis® disks, or other similar systems. This also includes automated micro-irrigation systems (those on automatic timers.) Please list the system(s) you use and send a photo, receipt, invoice or other proof.	Up to 10 points	
Non-potable water sources, grey water or collected rainwater are used for watering. Please list. Include photo of system if appropriate.	4 points	
Please list any other practices that conserve water use (other than topdressing or staging practices, which are covered in another section):	To be determined.	



Criteria	Possible Points	Earned Points
FERTILIZATION		
Organic fertilizers are used. Please give brand name(s) and include copy of receipt or invoice.	2 points	
Soil testing is done by a third party laboratory on specimen plants and large plantings prior to fertilization at a minimum of once a year. Please send copy of report from testing done within the past year.	2 points	
Other:	To be determined.	
PEST AND DISEASE CONTROL		
<p>Note: This section pertains to your use and application of pesticides on this project only.</p> <p>Please note: Failure to comply with all federal, state and local laws and regulations concerning pesticides will result in the revocation of your Green Earth—Green Plants certification. Aerosol sprays are not permitted. These emit HFC’s and have a high probability of drift.</p>		
Please list all of the pest control products you use on this interior plantscape project and send copies of inventory, pesticide logs, labels or receipts with the names included:		
<p>You have a written policy stating that pesticides are to be used only as a last resort after mechanical removal and other non-chemical methods have been attempted, or that no pesticides are used.</p> <p>Please provide a copy of this document.</p>	4 points	
<p>Beneficial insects, mites, nematodes or other organisms are used for pest control when appropriate. 10 points.</p> <p>Please list what you use and where it has been used. Include copy of receipt or invoice:</p>	10 points	
Spot treatment of pests is used when necessary, as opposed to fogging methods or treating large areas, on this interiorscape project.	4 points	
<p>Pesticide Application Methods and Formulations: Please select which application methods and formulations you use on this project. You may select more than one formulation.</p> <p><input type="checkbox"/> a. No pesticides are used: 10</p> <p><input type="checkbox"/> b. Granular pesticides (including systemic granular pesticides) are used and applied to the soil media. 8 points.</p> <p><input type="checkbox"/> c. Drenches (including systemic drenches) are used and applied to the soil media. 8 points.</p>	Up to 10 points	



Criteria	Possible Points	Earned Points
<input type="checkbox"/> d. Sprays are used, other than aerosol sprays, and applied with an electrostatic sprayer to minimize drift, or a hand-held sprayer of one gallon or less capacity. 4 points.		
<p>Pesticides in dilution (mixed with water) and concentrated (unused) pesticides are used up on plants (the preferred method of disposal) and not disposed of down the sink or commode. All label directions and any local ordinances are followed. 6 points.</p> <p>-or-</p> <p>No pesticides are used: 6 points</p> <p>*Please note: although disposing of diluted or mixed pesticides on the ground may be permitted, it is not considered to be an eco-friendly practice. Wildlife and the soil ecosystem may be exposed to harmful chemicals with this practice.</p>	Up to 6 points	
Other:	To be determined	
TOPDRESSINGS, STAGING AND CLEANING PRODUCTS		
<p>Topdressings made from natural, renewable, or recycled materials are used. Two points are awarded if the product is made from natural or organic materials, two points for renewable materials, four points for recycled materials. In this context, we are considering a product to be renewable if it can be quickly re-grown within 10 years without harm to the ecosystem.</p> <p>Choose one type of topdressing used on the majority of the plants on this project.</p> <p>Spanish moss, sheet moss: natural product, renewable. 4 points</p> <p>Wood excelsior moss: natural product, renewable. 4 points</p> <p>PolyPebbles™ or Rockafillers™: recycled materials. 6 points.</p> <p>Bark nuggets, shredded bark: natural product, renewable. 4 points</p> <p>Tumbled glass, other glass products: recycled materials. 6 points.</p> <p>Natural river rock, pea gravel, similar materials: natural product. 2 points.</p> <p>Other: please list:</p>	Maximum 4 points for topdressing	
Recycled materials are used for staging as appropriate on this project. Please list.	2 points	
Phosphate-free soaps and cleaners and/or petroleum-free plant shines are used on this project. Plant cleaners must be non-aerosol. Please list and include latest receipt:	2 points	



Criteria	Possible Points	Earned Points
Naturally-shiny leaves such as Janet Craigs, etc. are dry-buffed or wiped with a reusable material on this project. Please document with segment of company manual outlining this method.	2 points	
Other plant grooming practices that are eco-friendly:	To be determined	

PLANT CONTAINERS AND PLANTERS

For each type of container used below, you may claim the following number of points, according to the percentage of this type of decorative container found on this project. Please check with the manufacturer or distributor for assistance. Please include a complete inventory of containers, including quantities, manufacturer and style or model name and number.

- 100% of all containers on project qualify: 12 points
- 75% to 99% of all containers on project qualify: 10 points
- 50% to 74% of all containers on project qualify: 8 points
- 25% to 49% of all containers on project qualify: 6 points
- 15% to 24% of all containers on project qualify: 4 points

See below:

Containers which have a powder-coated finish and are therefore low in VOC emissions. Please list manufacturer and model names for verification. 4 to 12 points per instructions above. ____% of containers on project = ____ points	Up to 12 points	
Containers are made of wood, wicker or other plant-based material considered to be rapidly renewable (within a 10 year harvest cycle.) Please list manufacturer and model names for verification. 4 to 12 points per instructions above. ____% of containers on project = ____ points	Up to 12 points	
Containers are made of at least 30% recycled materials. Please list manufacturer and model names for verification. 4 to 12 points. ____% of containers on project = ____ points	Up to 12 points	



Green Earth–Green Plants®
Project Certification Assessment Form

Criteria	Possible Points	Earned Points
<p>Containers have been reused (recycled) or refurbished. Please provide proof, such as receipts of materials used, or old inventory if reused or recycled. 4 to 12 points per instructions above.</p> <p>____% of containers on project = ____ points</p>	Up to 12 points	
<p>Containers are manufactured locally, within a 500 mile radius of this project site. Please submit receipts or invoices indicating the manufacturing plant's name and physical address. 4 to 12 points per instructions above.</p> <p>____% of containers on project = ____ points</p>	Up to 12 points	
<p>Containers are biodegradable once disposed of in the landfill. Please list manufacturer and model names for verification. 4 to 12 points per instructions above.</p> <p>____% of containers on project = ____ points</p>	Up to 12 points	
<p>If you are uncertain if your containers qualify for the criteria listed above, please list the manufacturer, model and percentage you have on project and we will investigate this for you.</p> <p>Containers:</p>	To be determined	
EMPLOYEE TRANSPORTATION TO AND FROM THE PROJECT:		
<p>Employee(s) are permitted to report directly to this project jobsite rather than first coming in to the office, warehouse or holding facility.</p>	6 points	
<p>Employees are permitted to go home directly from the last jobsite of the day(s) on which this project is maintained, rather than returning to the office, warehouse or holding facility.</p>	6 points	
<p>The company donates to a carbon offset program: please name the program. (We realize that the effectiveness of these programs is somewhat controversial. However, programs that aid in reforestation have been determined to have some merit.)</p>	6 points	
<p>Other practices:</p>		



Criteria	Possible Points	Earned Points
RECYCLING		
The following waste materials from this project are recycled or reused.		
Paper: including office paper, packing materials and newspaper:	2 points	
Cardboard: including boxes which may be reused:	2 points	
Glass and metal:	2 points	
Plastics: which may include growpots:	4 points	
Paper and fiber plant sleeves are reused, then recycled.	4 points	
Plant clippings and debris are brought back to main facility for composting (if not diseased or pest-infected). Or employees compost plant clippings at home. Please submit photo of your composting bin.	6 points	
Other practices:		
STAFF EDUCATION		
<p>For the following criteria, please assign one point for each hour of instruction on an environmental or horticultural topic per person working on this project on the following scale, up to a maximum of 12 points.</p> <p>Topics may include composting, eco-friendly pest control, reducing water usage, routing efficiency, pest and disease identification, wildlife conservation, health and well-being benefits of indoor plants, etc.</p> <p>For each criteria, please submit proof that the person attended the class, such as a receipt, certificate or sign-in sheet, plus a class description or copy of the handout. You may take one point per hour of instruction, per person attending within the past year.</p> <ul style="list-style-type: none"> <input type="checkbox"/> In-house classes, workshops and staff meetings (educational portion only): up to 10 points. <input type="checkbox"/> Formal web-based training programs, webinars, teleseminars or computer-based training programs: up to 10 points. <input type="checkbox"/> Classes or workshops held during a state, regional, national or international conference or symposium: up to 10 points. 	Up to 10 points	
All employees on this project receive a company newsletter, trade journal or publication at least 4 times a year with horticultural or environmental information. Please list the publication or provide a copy. Publication may be printed or electronic.	4 points	



Green Earth–Green Plants®
Project Certification Assessment Form

Criteria	Possible Points	Earned Points
Staff members are reimbursed in total or in part for successfully attending and passing an environmental or horticultural class at a university, college or vo-tech school. Please submit proof. 3 points per person per class semester, up to 6 points.	Up to 6 points	
The primary staff member responsible for caring for the plants on this project is a Certified Landscape Technician or Certified Landscape Professional.	8 points	
Other:		

SOCIAL RESPONSIBILITY

Extra plants and plants that are below industry standards and are being replaced are donated to a non-profit organization, charity or school. This may include but is not limited to community centers, shelters, public schools, nursing homes, senior centers, etc. Please name the organization(s) and the date of the last donation:	10 points	
Other:		

MISCELLANEOUS

Quality Control: The account is visited at least once every 3 months for quality control. Please include a written quality control report for the past 4 quarters (or copies of the report plus the schedule for visits if the account is less than 1 year under contract.)	4 points	
Invoices for this project are sent via email or FAX, rather than mailed out.	4 points	

Please use this space for any other earth-friendly practices utilized on this project that were not included previously. Points will be assigned and determined based on similar criteria in this assessment.

Criteria	Points (to be determined)