



20th Annual BEST Awards

Businesses for an Environmentally Sustainable Tomorrow

Sustainable Food Systems Application

Overview

The winning company's practices, projects, or products support social, environmental, and economic sustainability in the local agriculture and food industry. Winning companies promote sustainable practices in growing, processing, or serving food, and/or expand availability of nutritious, affordable, culturally appropriate food. Companies also exhibit leadership in promoting sustainability to others and are committed to the advancement of social equity in the community.

In the context of sustainability, social equity means that businesses take into account the well-being of the people and the communities in which they operate. A socially equitable, environmentally and economically sustainable business is one that:

- Preserves the environment by minimizing consumption of resources, reduces waste and uses local sources for goods and materials;
- Creates long-term, living-wage opportunities for workers and enhances the quality of life in the local community; and
- Emphasizes broad access to goods and services.

Application Guidelines

Companies may only submit **one application**. Do not submit applications from the same company for multiple categories. If you have questions about which category best fits your company, please contact us: info@sustainabilityatworkpdx.com or 503-823-7037.

Past winners may not reapply in the same category for five years. This does not apply to past winners in the Products or Services category, who may reapply for new products and services at any time.

Non profits may apply. Government agencies are not eligible.

Applicants must be located within the Portland Metropolitan Statistical Area (PMSA) as defined by the U.S. Census Bureau. The PMSA includes these seven counties: Clackamas, Columbia, Multnomah, Washington and Yamhill counties in Oregon and Clark and Skamania counties in Washington. Companies with headquarters or operations outside of Portland should base their response on operations conducted within the Portland Metropolitan Statistical Area (PMSA).



Application Instructions

Step 1: Prepare your written application and images

- Fill in all questions in the application unless they do not apply to your company.
- Character limits are specified for each question; your response must not exceed these limits.
- Save your completed application in Word format. Rename the document with your company name (Rename BEST Practices.doc as CompanyName.doc).
- If you do not have Microsoft Word, contact us for assistance: info@sustainabilityatworkpdx.com or 503-823-7037.
- Prepare a minimum of one, and up to three, electronic images to include with your application. Preferred file format is .jpg and images should be 150 ppi at approximately 5" x 7" (maximum file size of 2 MB each).
- We recommend photos of staff, green teams, green features and practices, events or other images that showcase your company and its sustainable achievements.
- Images may be used for BEST Awards print or electronic materials, BEST Awards slideshow or other program materials. If a credit line is required, please include that information either in the file name or in your application response.

Step 2: Submit your written application and images

- Submissions must be received by **5pm on Friday, February 10th, 2012**.
- Email your completed application in Word to info@sustainabilityatworkpdx.com.
- Attach your images to the e-mail. Do not imbed images into your application document.
- **Do NOT send a zip file.**
- To submit a hard copy, either mail or deliver a paper copy of your response with a CD of your images to: 2012 BEST Awards, City of Portland Bureau of Planning and Sustainability, 1900 SW 4th Ave., Ste 7100, Portland, OR 97210

Step 3: Confirm application has been received

- You will receive a confirmation e-mail within two business days from when your application was received.
- If you do not receive a confirmation within two business days, contact us at info@sustainabilityatworkpdx.com or 503-823-7037.
- Award winners will not be notified in advance of their status. Each applicant will receive one free ticket to the BEST Awards event on April 25th.

Company Information

Company name:

Contact name (for application and event correspondence):

Phone number:

E-mail:

Mailing address:

Web site:

Number of employees company-wide:

Number of employees in the PMSA:

1. Company overview

Please provide a brief description of your company.

(1,000 character limit)

Describe your company's work in the following areas, including quantitative and qualitative results of the activities described. In your responses, describe how your company strives to achieve social, environmental, and economic sustainability.

2. Supporting local agriculture and the local food industry.

(3,000 character limit)

3. Serving/selling food grown or processed using sustainable practices.

(3,000 character limit)

4. Reducing food and packaging waste.

This could include donation of surplus food, composting, and reducing food packaging.

(3,000 character limit)

5. Expanding the availability of healthful, affordable, culturally appropriate food for all citizens.

(3,000 character limit)

6. Promoting social equity for employees and the community.

This could include community service and civic engagement; purchasing practices that support social equity and/or local businesses; equitable hiring practices, and employee education; and/or provision of health care and benefits. Include measurements if available.

(3,000 character limit)

7. Leadership & Employees

Describe the roles of company leaders and employees in developing and implementing practices that result in social, environmental, and economic sustainability. (2,000 character limit)

8. Customers

Describe how customers are informed of, and engaged with, company's sustainability measures. (2,000 character limit)

8. Innovation & Industry Leadership

Describe any industry-specific, sustainable activities or practices that distinguish your business from others in the same sector or industry.

(3,000 character limit)

9. Suppliers and Peers

Describe how your company has encouraged adoption of sustainable practices among suppliers and peers.

(2,000 character limit.)

10. Additional Information

Please add anything else you would like our judging team to know about your company or project. (1,500 character limit)

11. Recognition

Has your company received other recognition for sustainable practices? From whom?

(1,000 character limit)

12. Red carpet introduction

Please provide a short overview of your product or service that you would like read to the BEST Awards audience if your product or service wins. Include a description of your product or service and the key social, environmental, and economic sustainability practices you want the audience to know about your product or service.

(500–700 character limit)