Abbreviated In-house Energy/Environmental Audit Checklist

(See Energy/Environmental Resources for more information)

Church/Spiritual Center _________________________________________________
City & State: ______________________ Completed by:_________________
Date __________________
Email ______________________
Phone No. ______________________

Is the church building:  Owned / Rented
Number & description of rooms:_______________________________________
Estimated Square footage:___________ Solar panels?  Yes/No

Past 12 months Electric usage:
Jan_______ Feb_______ Mar_______ Apr_______ May_______ June_______
Jul_______ Aug_______ Sept_______ Oct_______ Nov_______ Dec_______

Past 12 months Gas usage:
Jan_______ Feb_______ Mar_______ Apr_______ May_______ June_______
Jul_______ Aug_______ Sept_______ Oct_______ Nov_______ Dec_______

Past 12 months Water usage:
Jan_______ Feb_______ Mar_______ Apr_______ May_______ June_______
Jul_______ Aug_______ Sept_______ Oct_______ Nov_______ Dec_______
Other usage: Jan_______ Feb_______ Mar_______ Apr_______ May_______
June_______ Jul_______ Aug_______ Sept_______ Oct_______ Nov_______ Dec_______

TOTAL Annual cost:  Electric___________ Water___________ Gas___________
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What year was the last energy audit completed by your provider? ________ If not recently, does your energy company do energy audits? Yes / No

AC & Heating – Largest consumer of electricity
1. Type of AC unit & age __________
2. Inspect AC filter, last time replaced, is it dated? __________
3. Appr date of last AC maintenance to clean inside & out coils __________
4. Check air ducts for leaks Yes / No
5. Check all exterior doors to feel/see sunlight or air moving that need new weather strip. Yes / No
6. Is there any furniture blocking the air flow to A/C registers? 
7. Type of thermostat __________ Does it have a timer Yes / No
9. Ceiling insulation – 3 of inches of insulation in attic _____ or do you have a vapor barrier Yes / No

Windows
1. Number of windows __________
2. Estimated age of windows __________
3. Reflective film or insulated curtains on any windows Yes / No
4. Do you feel air escaping from any of the windows? Do they completely close?

Lighting
1. Bulb types used in the facility’s lamps/lights. Estimated count of bulbs:
   a. LEDs __________
   b. Compact fluorescent or fluorescents __________
   c. Traditional incandescent __________
   d. Other type & count __________
2. Do you have any timers or motion detectors inside or out? Yes / No
   Could a timer or motion detector be helpful? Yes / No

Bathroom
1. Any low flow toilet Yes / No
2. Check faucets for leaks Yes / No

Kitchen if applicable
1. Vacuum refrigerator coils - the cleaner they are, the lower the refrigerator's energy use also, the fridge will last longer!
2. Are any of your appliances energy stars Yes / No
3. Check faucet for leaks, especially the warm water.
4. Water heater
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a. Efficient or insulated your water heater  Yes / No
b. Drain annually to extend life & efficiency
c. Lower temperature to 130 degrees.
5. Filtered water instead of one-use water bottles available.  Yes / No
6. Replace Styrofoam with paper or reusable cups, plates & silverware  Yes / No

Office space if appropriate
1. Printers, computers, appliance with a digital display or remote control is actually on all the time & can be put on an outlet extension with an on/off switch
2. Printer paper used is made for recycled paper.  Yes / No

Outdoor space
1. Tuff grass can required more water & maintenance with mowing. Do you have some mulched areas or make use of xeriscaping?  Yes / No
2. Native plants used  Yes / No
3. Are rain barrels an option  Yes / No
4. Irrigation system, if appropriate  Reclaimed Water  Yes / No, Rain detector  Yes / No  Drip irrigation  Yes / No
5. Meditation space or room for a labyrinth?

Supplies
1. Are the cleaning products environmentally friendly?  Yes / No
2. Do you refrain from using aerosol cans?

General ideas
1. Steps to reduce trash – online bills instead of paper bills.
2. Recycle bins
3. Reduce trash/recycle/don't buy products with a lot of packaging
4. Remember to lesson consumption is ALWAYS the best way to be Earth friendly.

Other ideas to improve energy/environmental efficiency:

Changes implemented (use additional pages as necessary):

____________________________________________________________________

____________________________________________________________________

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____________________________________________________________________