STATUS REPORT
FY 20-21

V. 5% LOWER EMISSIONS FROM PROFESSIONAL TRAVEL BY 2025
**BASELINE METRIC(S):**
- Carbon emissions from professional travel

**Q3 & Q4 ACTIVITY:**
- We are working on gathering information to make the case for reducing travel emissions. We’ve continued to work on making it easy to update travel data on a monthly basis. We met with the Offsets Policy group. They accepted our recommendations that we put together an “internal offsets” program to reduce emissions on campus. We’ve hired a graduate student to help with this work. She is working with Ellen Moore (Tacoma) to put together a survey to get information about attitudes toward flying, carbon offsets and the pressures to fly.

**CHALLENGES ADDRESSED:**
- Data and data support requests have a very slow response time (i.e. weeks). We’re working on a way to get this data ourselves. We’ve encountered resistance to purchasing offsets so we’ve turned our attention to educating ourselves about the benefits and limitations of offsets.

**MITIGATING RISKS:**
- 

**FY22 ACTION:**
- We’ve incorporated our ideas for FY22 in the new version of the SAP.
V. 5% LOWER EMISSIONS FROM PROFESSIONAL TRAVEL BY 2025

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

STEPS STATUS:

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

Statues 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.
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 JULY-OCTOBER 2020:
- As before, we haven’t attempted to measure avoided air travel.
- We’ve continued to refine the data collection process (working to be able to update the values monthly).

PLAN FOR NOVEMBER 2020-FEBRUARY 2021:

CHALLENGES ENCOUNTERED JULY-OCTOBER 2020:
- Very slow response time from requests to the DataGroup (though they’ve been very cooperative and supportive).

ACTIONS THAT OCCURRED/ONGOING JAN-MARCH 2021:

PLAN FOR FY22:

ACTIONS THAT OCCURRED/ONGOING OCTOBER 2020-DECEMBER 2020:

CHALLENGES ENCOUNTERED JAN-MARCH 2021:

ACTIONS THAT OCCURRED/ONGOING JULY-SEPTEMBER 2020:

ACTIONS THAT OCCURRED/ONGOING JAN-JUNE 2021:

PLAN FOR APRIL-JUNE 2021:

CHALLENGES ENCOUNTERED JAN-JUNE 2021:
**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.

**CHALLENGES ENCOUNTERED JULY-OCTOBER 2020:**

**ON TIME**

**Some Progress**

**No Progress**

**PLAN FOR FY22:**

- This isn’t on our list of actions for the next fiscal year.
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.

- We’ve identified a “lead” on our team for this work, but don’t consider it high priority so we haven’t focused on it.

CHALLENGES ENCOUNTERED JAN - JUNE 2021:

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PLAN FOR FY22:

-
Beginning with UWs 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 & LINKAGES:**

**METRICS:**
- As mentioned earlier, we’re getting closer to being able to update our travel data on a monthly basis.

**LINKAGES:**
-
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.

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
Establish a Bank of High-Quality GHG Offsets

**STEP 1:**
Make UW’s first bulk purchase of offsets through our contracted broker.

**ACTIONS THAT OCCURRED/ONGOING JULY-OCTOBER 2020:**
- We’re not ready to do this.
  - We need policies and procedures in place to define when and how to buy offsets before making a purchase.
  - We need to calculate how many offsets we’ll need and haven’t turned our attention to that task.

**PLAN FOR NOVEMBER 2020-FEBRUARY 2021:**

**CHALLENGES ENCOUNTERED JULY-OCTOBER 2020:**

**PLAN FOR OCTOBER 2020-DECEMBER 2020:**

**ACTIONS THAT OCCURRED/ONGOING JAN - MARCH 2021:**

**PLAN FOR APRIL - JUNE 2021:**

**CHALLENGES ENCOUNTERED JAN - MARCH 2021**

**ON TIME |
SOME PROGRESS |
NO PROGRESS**

**ACTIONS THAT OCCURRED/ONGOING JULY-OCTOBER 2020:**

**PLAN FOR FY22:**
- Our goal will be to finalize a policy and procedure to determine when we want to purchase offsets.
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 JAN - JUNE 2021:**
- We met with the Offsets Policy group. They accepted our recommendations that we put together an “internal offsets” program to reduce emissions on campus.

**CHALLENGES ENCOUNTERED JAN - JUNE 2021:**
-  

**PLAN FOR FY22:**
- Put together an “internal offsets” program to reduce emissions on campus.
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 JULY-OCTOBER 2020:

- We’ve hired a student who is working with Ellen Moore (Tacoma) to put together a survey to get information about attitudes toward flying, carbon offsets and the pressures to fly.

PLAN FOR NOVEMBER 2020-FEBRUARY 2021:

- Instructions: Replace this text with a brief, bulleted description of actions you hope to take during the next quarter.

CHALLENGES ENCOUNTERED JULY-OCTOBER 2020:

- ACTION 2

ACTIONS THAT OCCURRED/ONGOING JAN - MARCH 2021:

- We’ve hired a student who is working with Ellen Moore (Tacoma) to put together a survey to get information about attitudes toward flying, carbon offsets and the pressures to fly.

PLAN FOR APRIL - JUNE 2021:

- Instructions: Replace this text with a brief, bulleted description of actions you hope to take during the next quarter.

CHALLENGES ENCOUNTERED JAN - MARCH 2021:

- We’ve hired a student who is working with Ellen Moore (Tacoma) to put together a survey to get information about attitudes toward flying, carbon offsets and the pressures to fly.

PLAN FOR FY22:

- Instructions: Replace this text with a brief, bulleted description of actions you hope to take during the next quarter.
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.

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<th>METRICS:</th>
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<tr>
<td>Baseline metric: 2019 Scope 3 GHG data</td>
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