

# Sustainability Performance Plan

FY 2023

*This report was written in compliance with  
section 5 of Executive Order 1.*



# Sustainability Performance Plan

Executive Order 1 (EO 1) calls on Executive Branch agencies to advance environmental leadership and cost savings for taxpayers by reducing greenhouse gas emissions and other sustainability objectives in energy use in buildings and vehicles, water use, and waste disposal.

The goals of EO 1 include:

- 45% reduction in GHG emissions below 2001 levels,
- 10% reduction in water consumption from a FY20 baseline, and
- 25% reduction in waste disposal from a FY20 baseline.

Sustainability Performance Plans are plans drafted each year by Senior Sustainability Officers to detail agency progress and necessary goals, actions, and responsible parties to achieve the targets set in EO 1.

This report includes details on sustainability initiatives and participation in the GreenerGovCT initiative in FY23.

## Agency Details

**Agency:** Connecticut Housing Finance Authority

**Senior Sustainability Officer:** Shelly Mondo

**Date Submitted:** 11/30/2023

## GreenerGov CT Participation Overview

### 1. How has your agency worked towards the sustainability goals of EO 1 in FY23?

CHFA's internal sustainable committee continued to make progress with educating its staff on sustainability efforts through emails, newsletters and leading by example. CHFA undertook several projects in response to its goals for fiscal year 2023.

### 2. List key agency staff involved in EO 1 in FY23.

Nandini Natarajan, Chief Executive Officer, Executive Director  
Shelly Mondo, Contracts and Procurement Officer  
Maura Martin, Managing Director of Administration

## Sustainability Projects

### 3. How many projects has your agency implemented that had a positive impact on sustainability in FY23? Include projects relating to infrastructure improvements as

**well as behavioral changes that took place in owned, leased, or occupied space and were either in progress or completed in FY23.**

In 2023, the following projects have had a positive impact on sustainability in FY2023:

- 1) CHFA replaced older appliances with new energy star rated appliances.
- 2) A solar feasibility study was conducted.
- 3) CHFA purchased larger waste receptacles with an effort to consolidate trash and reduce the number of plastic bags in desk side receptacles.
- 4) A water study has been undertaken.
- 5) A food waste composter has been purchased for the site.

**4. Provide a summary of the sustainability projects completed in FY23 at your agency.**

**For each project include:**

- a. Project summary**
- b. Project location**
- c. Project status**
- d. Project benefits**
- e. Projected savings (in dollars and the appropriate unit of measurement if known)**

The following is a summary of sustainability projects completed in FY2023:

Project 1:

- a. CHFA replaced three refrigerators that were older than 10 years with Energy Star certified refrigerators.
- b. The project location is 999 West Street, Rocky Hill, CT (in two employee lounges).
- c. The project is complete.
- d. The project is anticipated to reduce annual kWh from approximately 760 to 387 and reduce carbon pollution by 480 pounds for each refrigerator.
- e. The projected savings are approximately \$100 for each refrigerator per year.

Project 2:

- a. CHFA researched and purchased a food waste composter. A subcommittee of CHFA's internal sustainability committee will perform further research to determine best options to implement a pilot internal organic diversion/collection program to launch in 2024.
- b. The project location is 999 West Street, Rocky Hill, CT.
- c. The project is in progress and will be launched in 2024.
- d. The project is anticipated to reduce the amount of waste sent to landfills thereby reducing the methane emissions from landfills.

- e. No cost savings.

Project 3:

- a. A solar feasibility study was performed for CHFA, and CHFA has considered the installation of solar panels on the roof and parking lot. However, due to imminent capital improvements, a solar project needs to be coordinated with other capital projects.
- b. The project location is 999 West Street, Rocky Hill, CT
- c. The project will be deferred and/or coordinated with ongoing capital improvements.
- d. The project is anticipated to reduce greenhouse gas emissions and offset electric consumption by approximately 95%
- e. The projected savings depending on the option selected are between approximately \$117,000 and \$248,000 in year one.

Project 4:

- a. CHFA is in the process of completing a water audit and will be sent to the Department of Public Health for review when completed.
- b. The project location is 999 West Street, Rocky Hill, CT.
- c. The project should be completed by December 31, 2023.
- d. The project is anticipated to help assess water usage, identify inefficiencies, and water leaks, and ultimately reduce water consumption.
- e. The projected savings are not known at this time.

Project 5:

- a. CHFA purchased and placed throughout the building larger centralized waste bins to promote consolidation of individual deskside bins and encourage better waste practices.
- b. The project location is 999 West Street, Rocky Hill, CT.
- c. The project is complete. However, continued communication with employees will be necessary.
- d. The project is anticipated to significantly reduce the number of individual bags that are placed in deskside receptacles daily and provide incentives for employees to properly sort waste by compostable items, waste, and recyclable items.
- e. The project is anticipated to substantially reduce the number of plastic bags purchased annually by approximately \$1,000.

**Project 6:**

- a. All CHFA's Requests for Proposals/Qualifications are issued and received electronically.
- b. The project location is 999 West Street, Rocky Hill, CT.
- c. The project is complete.
- d. The benefits from electronic issuance of RFPs and RFQs include reduced paper usage, conservation of energy used in converting trees into paper and reduced emissions from transporting both the trees and delivery of proposals.
- e. Exact cost savings are difficult to calculate. However, there are cost savings in the reduction of paper usage and postage.

## **Future Plans**

**5. What planned sustainability initiatives beyond FY23 does your agency have relating to GHG reduction, water use reduction, and waste reduction?**

**Project 1:**

CHFA anticipates launching an internal pilot composting program early in 2024.

**Project 2:**

CHFA will research and centralize, to the extent possible, printers and fax machines.

**Project 3:**

CHFA will develop an internal practices program that influences and provides incentives to change employee behaviors regarding sustainability (i.e., eliminating the purchase of single-use plastic water bottles; purchasing compostable recycled and/or compostable utensils, plates, etc.)

**Project 4:**

CHFA will continue to replace and repair window coverings to assist with adjusting temperatures in offices throughout the building.

