Sub-Section: **Communication**

Three Hours to Change Options

"Average" New Hampshire Camp (Capacity)		
Campers: 131	Staff: 33	Ratio: 4:1

1)

Transition from paper to electronic forms when possible
(store forms in digital format on computer - back up online)

	Mailing	# Sent		Sheets Saved		Print Cost		Carbon Cost (lb)		**Carbon Savings**	**Dollar Savings**
Average	Information (Pre-Enroll)	2000	x	2	x	$0.095	or	0.02845	=		
	Parent (Post Enroll)	419	x	10	x	$0.095	or	0.02845	=		
	Staff (Post Hire)	33	x	5	x	$0.095	or	0.02845	=		
Own	Information (Pre-Enroll)		x		x	$0.095	or	0.02845	=		
	Parent (Post Enroll)		x		x	$0.095	or	0.02845	=		
	Staff (Post Hire)		x		x	$0.095	or	0.02845	=		

Total Carbon

2)

Stop mailing paper copies of newsletters and handbooks (will keep a small number of paper copies on hand for reference)

	Mailing	# Sent/Year		Sheets Saved		Print Cost		Carbon Cost (lb)		**Carbon Savings**	**Dollar Savings**
Average	Newsletters	1800	x	2	x	$0.095	or	0.02845	=		
	Parent Handbook	419	x	5	x	$0.095	or	0.02845	=		
	Staff Handbook	33	x	30	x	$0.095	or	0.02845	=		
Own	Newsletters		x		x	$0.095	or	0.02845	=		
	Parent Handbook		x		x	$0.095	or	0.02845	=		
	Staff Handbook		x		x	$0.095	or	0.02845	=		

Total Carbon

3)

Use computer faxes to stop printing cover pages & junk faxes
(could even try and phase out faxes entirely)

	Type	# of Faxes		Sheets Saved		Print Cost		Carbon Cost (lb)		**Carbon Savings**	**Dollar Savings**
Average	Junk	10	x	4	x	$0.095	or	0.02845	=		
	Wanted (cover)	200	x	1	x	$0.095	or	0.02845	=		
Own	Junk		x		x	$0.095	or	0.02845	=		
	Wanted		x		x	$0.095	or	0.02845	=		

Total Carbon

4)

Replace your copy paper with 100% post-consumer recycycled

	Type	Office Workers		Reams Per Year		Marginal Cost		Marginal Carbon		**Carbon Savings**	**Dollar Cost**
Average	100% Post Consumer	4	x	20	x	$0.30	or	5 lbs.	=		
Own	100% Post Consumer		x		x	$0.30	or	5 lbs.	=		

Total Carbon

GRAND TOTAL CARBON SAVINGS =

Notes, References, and Citations

Note 1: The idea of the average camp is based on the 2007-2008 list published by NH Department of Environmental Services of licensesd Youth Recreation Camps. No distinction was made between day and resident camps for the purposes of this sheet and a simple average of each camp's capacity based on 100% enrollment.

Assumptions Of Average Camp Are Solely Made For Rough Calculation Purposes

Section 1	a)	Annual Info Requests	2000	(Based on anecdotal evidence from a handful of camps)
	b)	Parent Packets Sent	419.2	(Based on an average stay of 2.5 weeks, an 8 week program, w/no sibling attendance & 100% enrollment)
		(# wks of camp/average stay) x (weekly capacity) = total campers per summer		
		(8 / 2.5) x 131 =	419.2	(Assuming everything is double-sided printed…if not savings are doubled)
	c)	Per Sheet Printing Cost	$0.095	(Average taken based on $0.06 to $0.13 depending on type of ink, printer, paper, etc. provided by www.printgreener.com)
	d)	Per Sheet Carbon Cost	0.02845	(Environmental impact estimates were made using the Environmental Defense Fund Paper Calculator. More; http://www.papercalculator.org) (1 ton of copy paper contains 200,000 sheets and creates 5690 lbs of carbon dioxide…per sheet values are based on these values)
Section 2	a)	Newsletters Annually	1800	(450 newsletters sent quarterly; 1 each camper & staff) (Each newsletter 4 pgs double sided printing; 2 sheets each)
	b)	Parent Handbook	419	(One handbook 10 pgs double sided printing; 5 sheets each family)
	c)	Staff Handbook	33	(One handbook 60 pgs double sided printing; 30 sheets each staff)
Section 3	a)	Junk & Wanted Fax #'s	10 / 200	(Based on anecdotal evidence from a handful of camps)
Section 4	a)	Annual Usage	10000 (500 sheets/ream)	(From gov't website; http://eetd.lbl.gov/Paper/counting/html/index.htm)
	b)	Number Office Workers	4	(Anecdotal evidence from a handful of camps + 1 for summer usage)
	c)	Marginal Carbon Saving	5 lbs/ream	(Website: http://www.stopglobalwarming.org/carboncalculator.asp)
	d)	Paper Costs	Per Ream: 4.50 vs. 4.20 Case: 44.99 vs. 41.99	(Simple internet price search based on Staples brand multipurpose copy paper vs Aspen Brand 100% post consumer recycled) (Here you can choose to use office workers or total reams to calculate)

http://www.thegreenoffice.com/component/option,com_virtuemart/page,shop.browse/category_id,62128/Itemid,10/

BONUS

Remove yourself and your organization from mailing lists to avoid junkmail
(Go Online & Choose a Company to Do This)

	Scope	Period	Cost	Carbon Savings
41pounds.org	"All junk mail"	5 Years	$41.00	2204 lbs
cataloguechoice.org	Only catalogues	unclear	$0.00	varies

to Do This)	greendimes.org	"90% of junk mail"	unlimited	$20.00	varies