

**SUSTAINABLE EVENTS GUIDE**

Bellevue College is committed to environmental stewardship and decarbonization. As a signatory of the Presidential Climate Commitment, the College has pledged to achieve carbon neutrality by 2050.

A key metric for this work is the reduction and diversion of waste generated from campus operations. Landfill waste contributes to greenhouse gas emissions and environmental contaminants. Recycling allows for multiple uses of the same materials, but requires significant energy and water use, and results in pollutants entering the environment with harmful health impacts. Reusable products offer the economic benefit of reducing repeat purchases, and keep single-use items out of the landfill.

**Guidelines for events at Bellevue College:**

* Use reusable foodware wherever possible; if not, use [Cedar Grove-approved compostables](https://cedar-grove.com/accepted-commercial-items).
* Request that external vendors do the same, and minimize packaging.
* Serve food and beverages buffet-style, and opt for items that do not require utensils.
* Encourage attendees to bring their own refillable water bottles and coffee tumblers.
* Ensure tri-stream waste receptacles are available at the event site.
* Begin events with a short 'Sustainability Moment' centering BC's commitment to sustainability and briefly covering waste sorting of items on hand.  Point out tri-stream waste station locations and share proper sorting benefits (reduced landfill volume, lower carbon emissions, etc.)
* Prior to purchasing new items (linens, decorations, etc) for events, check with Student Engagement Office or appropriate office for availability of needed items on campus.
* Make a plan for leftover food items in advance to reduce food waste.



* Use electronic communications for event promotions and agendas when possible.

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| Avoid | Alternative |
| Bottled water/other beverages in plastic containers  Boxed lunches | Offer catered items in bulk or with compostable packaging wherever possible |
| Expanded polystyrene (styrofoam)  Plastic cutlery, straws, stirrers, other small serviceware | Reusable, recyclable, or compostable foodware |
| Unnecessary cellophane packaging | Offer catered items in bulk or with compostable packaging wherever possible |
| Disposable table cloths | Reusable linens (black or white linens available for $7 BC rental, or rent other colors elsewhere for around $20) |
| SustainabilityBalloons and confetti | Use paper garlands or get creative with your green décor ideas |

*For questions, contact: sustainability@bellevuecollege.edu*