



Carbon Offsets - The Basics

What is the 'carbon footprint' of a conference?

The "carbon connection" with meetings and events tends to be three-fold, associated with transportation, buildings and manufacturing. All of these things consume energy, which can produce carbon and other emissions that contribute to climate change.

How do I address my meeting's 'carbon footprint'?

Plan A: Reduce!

The single most effective step you can take to reduce your meeting's carbon footprint is to reduce. This includes:

- **Reducing transportation requiring the use of fossil fuels.**
- **Reducing energy use in the meeting venues and hotels you select.**
- **Reducing use of manufactured products**, such as disposables, paper, promotional items, etc.

Plan B: Provide a carbon offset

What is a carbon offset? The "official" definition of a carbon offset (from Climate Trust) is, "carbon offsets are the process of reducing a ton of carbon dioxide emissions in another location for the emissions you cause in either your home, office, commute, travel or other activities that use energy and cause emissions".

Carbon offsets enable anyone to measure and be accountable for their climate footprint by financially supporting energy efficiency, renewable energy, sequestration projects..

What does a carbon offset have to do with meetings? Many companies and organizations have become concerned with climate change issues especially related to carbon emissions. Carbon offsets are a way to be responsible for the carbon emissions that occur when attendees travel to meetings. Offsetting your event offers a value-added component for your attendees and can also provide some good PR. Attendees can feel good about participating in your event knowing their carbon emissions are offset.

What does it mean for an event to be carbon neutral? The term carbon neutral implies you offset 100% of the carbon emissions associated with your event. Caution: most carbon neutral claims do not include all the aspects of carbon emissions that are necessary to produce an event or conference. For example: the emissions necessary to provide the food and beverage served at the event are usually not considered. The emissions caused with exhibitor freight and products provided for a trade show are also not included. It would be better to use the phrase "working towards a carbon neutral event."



How do I go about arranging for carbon offsets for my events? There are a variety of carbon offset options. There are organizations that plant trees. There are ones that invest in renewable energy projects. There are others that accept offsets that are retired or donated from corporations. To learn more about carbon offset options, check out www.climateservices.com. Or, contact us to discuss how an offset fits as part of your sustainable event strategy.

How do I calculate the amount of carbon offsets needed to offset my event? The carbon offset provider you select should be able to estimate the total carbon emissions expected by calculating the demographics of your attendees (in other words where the attendees will be coming from, are they within driving distance, are they flying, etc), the convention and/or hotel space you're using over what period of time, what forms of transportation you're using during the event, etc.

There are also calculators available for you to do your own calculations; however, if you're planning a large event and offsetting energy use as well, I highly recommend you use a provider that can calculate them for you.

Who pays for the carbon offsets? Four options:

1. Your organization pays for the offsets.
2. You offer the opportunity on the registration form for your attendees to pay for their own emissions (prices range from \$6-\$25 per attendee).
3. You get the offsets sponsored.
4. You use a combination of the above.

Carbon offsets are one step organizations can take to be accountable for the environmental footprint of their event. Caution though: Not all carbon offsets are alike.

Contact the friendly experts at MeetGreen® today to discuss how we can help you make your meeting green.