

## How to Participate in the Keystone Green Building Initiative™ Program

The Keystone Green Building Initiative™ program is a simple and effective way to tap into a niche market, increase your bottom line and do something good for your community and environment. To discuss any aspect of the program further, call (215) 657-1300 or e-mail [hcooper@hbahomes.com](mailto:hcooper@hbahomes.com) or just follow these steps to get started:

### **Step 1 – Read this and other program documents to become familiar with the program.**

All available program information can be found on our website ([www.thegbi.org/keystone/](http://www.thegbi.org/keystone/)). Homes can be built to three (3) different levels: Gold, Silver and Bronze. Each level requires the attainment of points within the guidelines in the categories of Site Selection, Resource Efficiency, Energy Efficiency, Water Efficiency, Indoor Environmental Quality, and Homeowner Education. The program has three key documents to help you attain your rating, the Design and Construction Criteria for building green, the User's Guide, and the Checklist.

### **Step 2 – Contact a Keystone GBI program facilitator to review the program details and schedule a time to meet in-person.**

To review your obligations and opportunities within the program contact either:

George Mullikin – DOMAIN building performance (215) 857-2841  
[geo.mullikin@domainbp.com](mailto:geo.mullikin@domainbp.com); or

Ed Howard – (610) 247-3394 [ehoward1011@verizon.net](mailto:ehoward1011@verizon.net)

Sam Klein – MaGrann Associates (856) 722-9799

Frank Migneco - EAM Associates (570) 443-8499  
[fmigneco@eamenergy.com](mailto:fmigneco@eamenergy.com)

### **Step 3 – Meet with Keystone GBI to evaluate designs and discuss alternatives.**

Keystone GBI program facilitators will help you evaluate your current building plans and what it will take to meet the program levels. You will receive suggestions and practical techniques for improving energy-efficiency, durability, comfort, air quality and environmental sustainability of the home. During 2007, this fee will be paid for by the Keystone GBI program.

**Step 4 - Decide with your buyer (or on your own for a spec house or model home) to what level you want to build.** Complete the Keystone GBI Checklist, found on the website, to indicate the planned home will score enough points to qualify.

**Step 5 – Fill out a Home Enrollment Form and submit it to the Home Builders Association at the plan stage of each home you enter in the program.**

The Home Enrollment Form can be found on our website ([www.thegbi.org/keystone/](http://www.thegbi.org/keystone/)) in the Guidelines section. Complete and submit it with the \$50 per home fee to the Home Builders Association at the address on

the form. Non HBA members of Bucks/Montgomery must also pay a \$300 non member application fee.

**Step 6– Contact approved program facilitators for Mid-Construction Review**

The program facilitators we have assigned to this program will inspect each home at least once before insulation is covered or finishing materials are applied. All costs associated with the testing are to be paid directly to the program facilitators.

**Step 7 - Complete and Submit the Checklist**

Give the original copy of the completed worksheet to the Keystone GBI, provide a copy to the buyer of your home and keep a copy for your records. The Keystone GBI will provide a certificate certifying the home's level of attainment.

**Step 8 – Meet with the Keystone GBI Committee representatives to provide a 360 degree review.**

To keep HBA's Keystone GBI vital and valuable, share your experiences and suggestions.

**Step 9 – Complete eight classroom hours of continuing education per year.**

Eight classroom hours per membership year are required for Keystone GBI members to remain in good standing. Classes are sponsored and/or approved by the HBA throughout the year, and are posted on the HBA website. Additional classes may also be submitted for approval by the HBA.

**Step 10 – Market the Program to your Buyers!**

Many builders around the country are finding success in offering optional "green building" upgrade packages to their buyers in exactly the same way as they do with trim and appliances. There are marketing materials available for your use that can be accessed through our website once you have submitted the Home Enrollment Form. **Call for your passcode for access to the marketing materials.**

*Disclaimers*

- *The Keystone Green Building Initiative™(KGBI) applies only to the specific homes that are enrolled in the program by builders. There is no representation of any kind made about the builders themselves or other homes they build.*
- *Neither the HBA nor KGBI makes any representations regarding homes. All representations are made by the builder and, when appropriate, the independent home energy rater.*
- *The HBA and KGBI do not inspect homes or review performance information and they are not responsible for the accuracy of any information provided by builders or anyone else concerning the homes.*
- *The HBA and KGBI make no express or implied warranty concerning any builder or home, including regarding the energy efficiency of the home, and they are not liable for the usefulness of any product or process used in any home.*
- *KGBI is a constantly evolving program incorporating new products and methods as they are developed. Changes in rules, regulations, requirements and documents may be adopted from time to time.*