ENV SP
CREDENTIAL MAINTENANCE ORIENTATION PACKET

ENVISION™

We are excited to hear that you are renewing your ENV SP credential. When you renew you're staying connected with thousands of professionals in the infrastructure industry who are on the leading edge of sustainability. You'll also gain access to ISI's library of content with the resources you need to stay informed on current trends.

Your ENV SP credential maintenance requires completion of 7 education hours and a renewal fee. Your renewal fee supports your upcoming year of credential maintenance and allows you to extend your expiration date by another year.

This packet is designed to show you how to successfully and easily maintain your credential. Within this packet, we highlight the information and resources needed to stay engaged and informed as you continue to grow as an ENV SP.

Best practices in sustainable infrastructure development are continuously evolving. To be an effective ENV SP, you will want to stay abreast of new information and advancements. As part of the ENV SP network, you can stay connected to like-minded professionals who are on the leading edge of creating and delivering sustainable, resilient, and equitable trends in the industry.

Please feel free to contact us with any questions you may have regarding credential maintenance.

ENVISION™

When you know Envision, you know sustainability!

To support credential maintenance, ISI is continually expanding its library of resources. From live webinars to curated online self-paced courses, we have the tools to help you progress and deliver projects that protect and restore the environment, bolster economies, and enhance human health and well-being.

Credential Maintenance Guidance Document

ENV SP credential holders remain active by participating in credential maintenance.

Maintaining an active credential ensures you understand current best practices, demonstrates your continued relevance to the field of sustainability, and strengthens the value of the Envision Sustainability Professional (ENV SP) credential.

Every ENV SP must pursue credential maintenance annually and fulfill the requirements described in this **document**.

Upon successful completion of the ENV SP exam, credentials are active for one year. Credentials are then maintained annually. The first credential maintenance reporting period starts on the first anniversary of when the credential is earned (based on exam) and ends one year thereafter.

Website Tutorial – Credential Maintenance

The **Credential Maintenance tutorial** will answer all of your questions related to Credential Maintenance, including how to navigate your Education page on the Envision dashboard, track your continuing education progress, and self-report education hours. You can find the Credential Maintenance resource **here**.

Testimonials

HEAR WHAT PEOPLE ARE SAYING ABOUT CREDENTIAL MAINTENANCE

TERA HARAMOTO
LA COUNTY PUBLIC WORKS

"The educational opportunities provided by ISI really help to bring sustainability to the forefront and support sustainability goals when planning and designing infrastructure projects. Sustainability is a very dynamic field, whether it's innovative technology or new Green initiatives, it's constantly growing and changing. It's really key to continue learning about sustainable practices in order to incorporate sustainability as a critical element of project development." — Tera Haramoto of LA County Public Works.

RYAN PRIME
VHB SUSTAINABILITY PRACTICE LEADER

"Maintaining your ENV SP ensures the triple-bottom line framework is at the forefront of your thought process. Envision helps to organize your approach and step through a systematic program for advancing sustainability on your project. Continuing education affords the opportunity to leverage your ENV SP certification to its full extent and keep pace with the evolution of sustainability."— Ryan Prime of VHB.

LOURETTE SWANEPOEL
PRINCIPAL & OWNER, CALIBRATE

"There is so much that continuously evolves in this field that the learning never ends.

Through the ENV SP community I find a network of like-minded professionals who inspire me to learn more and contribute to the practice development." — Lourette Swanepoel of Calibrate.

FAQs

Credential Maintenance

Is credential maintenance required?

Yes, credential maintenance is required. The ENV SP credential will expire unless you participate in credential maintenance. The credentials have a one-year expiry period and must be maintained annually to remain active.

Can the "ENV SP" designation still be used without credential maintenance?

No, the "ENV SP" designation should not be used if the professional is not actively maintaining the credential. With the implementation of the credential maintenance program, ENV SPs who elect not to maintain their credential will lose the designation. ISI has not designated a "legacy" credential; "legacy ENV SP" is not in itself a credential.

What are the ISI "prescribed" hours?

Each year, ISI publishes 2 hours of online courses that are "prescribed" for all ENV SPs to complete. These are automatically loaded into ENV SPs' accounts upon renewal, and they can be found by navigating to Education, then "My Courses". You can filter for your prescribed courses. Prescribed courses are marked with a red dot and are tagged with the year that aligns with the start year of your renewal period. For example, if your current renewal period is December 30, 2020 — December 30, 2021, you will complete your 2020 prescribed courses before you renew.

How can users complete the additional "elective" courses?

The 5 additional "elective" hours can be completed in a number of ways. ISI continuing education courses are available on the ISI website, in the "All Courses" library of your ISI account. When completed, they will be automatically tracked on the continuing education progress bar. Beyond these courses, additional elective hours may be self-reported through your ISI account. Complete the form with all of the required information, and submit the hour. The approval of these hours is pending ISI review (generally 2-4 weeks).

FAQs

Credential Maintenance

What is my "Continuing Education Balance," and how is it used?

The renewal fee includes continuing education credits to purchase education courses from the ISI website at the discretion of the credential holder. ISI courses will be available for purchase at a rate of $10/course or $20 /course for non-members.

The ENV SP receives credit to purchase these courses in the amount of the renewal fee paid.

- For members, when a renewal fee of $50 is paid, the ENV SP earns $50 in credit toward courses; at $10 each, the ENV SP therefore has enough credit to purchase five courses.
- For non-members, when a renewal fee of $80 is paid, the ENV SP earns $80 in credit toward courses; at $20 each, the ENV SP therefore has enough credit to purchase four courses.

The amount of continuing education credit is shown as a dollar value in the credential holders account under “Continuing Education Balance”. This balance can be found on the individual’s Dashboard and on the Education tab.

Continuing education credit may only be used to purchase ISI prescribed courses and other ISI continuing education courses. Continuing education credit may not be allocated to another account-holder. Accrued continuing education credit may not be used to pay for training, project registration, or verification fees.

How are elective hours "self-reported"?

ENV SPs should use the self-report form accessible via their accounts to track and submit education hours. With the exception of the "course code" field, all fields on the self-report form are required for approval, including supplemental documentation that supports the self-reported activity.

All self-reported hours are subject to ISI review, and will be marked “pending” until approved. ENV SPs may not submit their full report of education hours for renewal with individual education hours pending review. In the event that ISI declines a self-reported hour, the ENV SP shall have until the end of their reporting period to complete all required hours. No credential maintenance extensions will be granted to make up hours that were declined.

POPULAR ONLINE COURSES

Access these courses from your ISI account and use them to fulfill your elective hours.

ISI has met the standards and requirements for the Registered Continuing Education Program. As such, many of the courses and recorded webinars also qualify for Professional Development Hours (PDHs). That means you may use these courses and webinars to fulfill education requirements for your other licenses or credentials. You can even access your course certificates right from your ISI account.

Sustainable & Resilient Infrastructure Economics

This course introduces business cases and triple bottom line cost benefit analysis for sustainable infrastructure. The lessons provide an overview of the fundamentals of business case development: financial and economic concepts; cost benefit analysis and an introduction to valuation of ecosystem services; and making the case for sustainability and resilience investments. Case studies are used to contextualize the concepts.

An overview of new Envision v3 credit LD3.3 Conduct a Life-Cycle Economic Evaluation is included as well as a presentation of returns on investment for sustainable infrastructure.

By the end of the course, participants will be able to:

- Outline a business case for a sustainable infrastructure project.
- Identify and describe the types of assessments that can be used to determine returns on investment from sustainable and resilient features in infrastructure.
- Complete the assessments using available methods and resources.
- Justify costs for sustainable and resilient features in infrastructure.

Net Embodied Carbon and Life Cycle Assessment

This course introduces the concepts of embodied carbon and life cycle assessment (LCA), and why they are becoming critically important in sustainable construction. Steps to conduct LCA and estimate embodied carbon will be presented, underlining how these concepts can be utilized to help transition to a low-carbon future. Practical applications of LCA infrastructure construction are explored.

By the end of this course, participants will be able to:

- Define embodied carbon and life cycle assessment.
- Use the LCA approach and methodology to quantify embodied carbon.
- Calculate embodied carbon using LCA tools.
- Implement strategies to reduce embodied carbon in infrastructure projects.

Introduction to the Circular Economy

This course introduces the concepts and systems that support the development of a Circular Economy. The lessons provide an overview of various approaches to implementing circular economy principles, including cradle to cradle, biomimicry, and industrial ecology with practical examples of design, manufacturing, material management, and business models, demonstrating how they are applied today.

Course participants will be able to:

- Describe the fundamental principles of circular economy.
- Understand core concepts and key approaches to circular economy.
- Apply circular economy principles with practical strategies.
- Use the Envision framework to implement circular economy strategies and best practices.

Stormwater Management for Sustainable Projects

This course introduces stormwater management concepts and strategies for effectively managing stormwater on infrastructure project sites. Methods for addressing both the quality and quantity of stormwater runoff will be presented along with temporary measures that may be incorporated during construction. Benefits of stormwater management can be linked to a range of Envision v3 credits, including NW2.2 Manage Stormwater, which will be explored in detail.

***Course* participants will be able to:**

- Define stormwater management and identify Best Management Practices.
- Use strategies that decrease the volume and rate of stormwater runoff.
- Differentiate practices that address stormwater quality.
- Apply the metrics outlined in the Envision v3 credit NW2.2 Stormwater Management to an infrastructure project.

ADDITIONAL COURSEWORK

Verification

Beyond the Basics: Envision Verification

Online Course

Recognition is an important component of increasing awareness and initiating systemic change. ISI offers an optional third-party verification and awards program for recognizing sustainable project achievements. ISI's independent project verification program is a transparent process to confirm that a project meets Envision evaluation criteria. This course presents a detailed look at the Envision v3 verification process.

After completing this course, you will be able to:

- Describe the Envision verification process.
- Prepare a thorough project submittal for verification.
- Use best practices and avoid mistakes in project self-assessment.

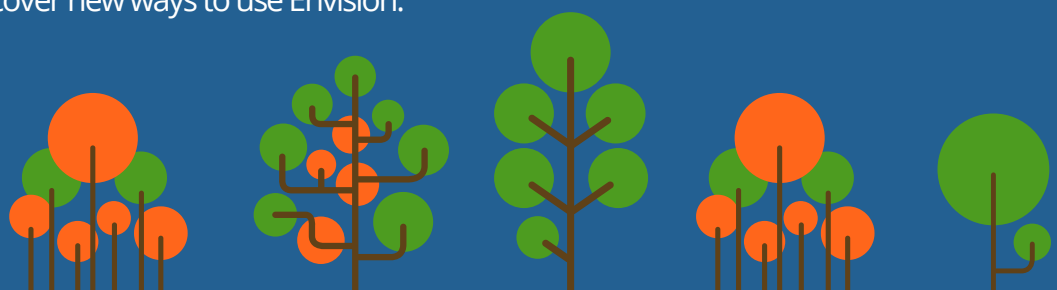
Lessons Learned from Envision v2

Online Course

In 2012, the Envision framework was published with the intention of sparking a dramatic improvement in the way infrastructure projects are planned, designed, and delivered. Now, having completed more than 100 third-party verifications, this course highlights the lessons learned. This course presents an analysis of project trends from Envision v2, along with trends in project performance for a range of Envision v2 credits. ISI too, the lessons learned and revised the framework, publishing Envision v3 in 2018. This course illustrates how project teams are already using these lessons and looking toward the future.

By the end of this course, participants will be able to:

- Recognize key milestones and projects from the history of the Envision v2 framework.
- Interpret project performance trends as benchmarks for self-assessments.
- Examine project performance trends as a catalyst for changes to the Envision framework.
- Translate project team testimonials into practical applications for Envision.
- Discover new ways to use Envision.



ADDITIONAL COURSEWORK

Verification

Lessons learned from Project Preparation and Verification

Recorded Webinar

The webinar will discuss lessons learned and common challenges for projects going through certification, as well as observations and lessons learned on project verifications. The presenters will focus on challenging credits and helpful tips on how to provide sufficient documentation as well as what to look for when verifying.

By reviewing the recorded webinar, you will be able to:

- Discuss helpful tips on how to provide sufficient documentation to set your team up for success.
- Provide recommendations on how to overcome common obstacles to aid the verifier that reviews the project.
- Understand common challenges for infrastructure projects trying to achieve Envision verification.

11 Tips for Preparing Envision Documentation

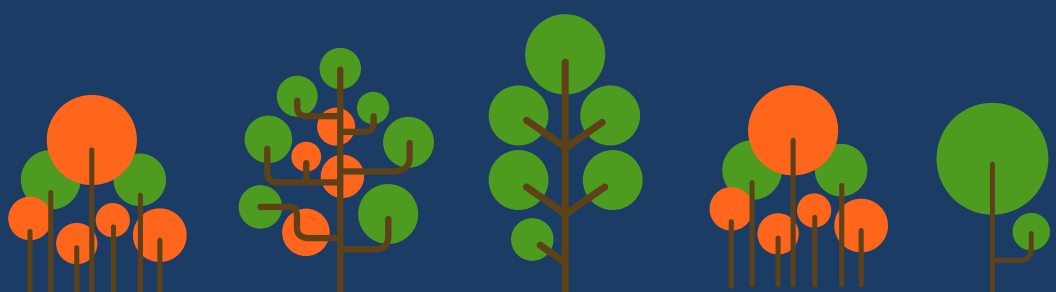
Recorded Webinar

Preparing to submit for Envision verification is as much of an art as a science. There are a lot of 'moving parts' working with project teams and owners to gather the correct supporting documentation and crafting thorough yet succinct answers to each relevant criterion.

The goal of this webinar is to provide perspective from professionals who both write documentation and have verified projects. The presentation is intended to provide high-level lessons learned that can be applied to developing documentation packages for any Envision project.

By reviewing the recorded webinar, you will be able to:

- Understand the perspective of the team verifying your project.
- Evaluate your documentation development processes and products compared to presented lessons learned.
- Apply examples to ongoing or future credit development.
- Communicate best practices in Envision documentation.



ISI

THANK YOU