



## **What is the LEED Volume Program?**

The LEED Volume Program is designed to meet industry needs for a streamlined approach to certifying like buildings and spaces across your portfolio. The program — through the use of prototype standards — allows organizations to simplify the LEED documentation for multiple buildings or spaces of a similar type, achieving certification faster and at a lower cost than with individual building reviews.

Acknowledging that organizations can best identify the uniformity and similarities of their projects, the program was designed to be flexible, allowing owners to define the criteria for grouping like buildings and the prototype credits to pursue.

Projects can choose to pursue Volume certification for their design & construction projects or for existing buildings. More information specific to each of these tracks can be found on pages 3-4 of this document.

For detailed information, please visit [www.usgbc.org/leedvolume](http://www.usgbc.org/leedvolume).

## **What are the benefits of Volume certification?**

Participants in the LEED Volume Program will not only enjoy the many advantages of LEED-certified buildings, but will also benefit from the efficiencies of the streamlined Volume certification process. Volume certification allows large users of LEED to pursue certification at scale in a cost-effective fashion.

The major benefits of the LEED Volume Program are that it:

- Achieves economies of scale to reduce costs by taking advantage of uniformity in building design, construction and management practices.
- Encourages building owners to incorporate LEED, including documentation, into standard practices, procedures and tracking processes.
- Streamlines the project certification process, while tailoring it, when necessary, to specific situations and participant programs.
- Develops alternative review methods, allowing changes to the way LEED submittal documentation is collected while maintaining adherence to the LEED credit requirements.
- Preserves the integrity of the LEED program.

## **How do I know if the LEED Volume Program is right for me?**

To be eligible to use the Volume certification process, participants must own, manage or lease real estate. Consultants, architects and contractors are not eligible. Eligibility requirements are based on participants either applying to be a part of the design & construction or existing buildings programs.

## **What training and assistance are available for the participants in the LEED Volume Program?**

LEED Volume Program participants are provided with ample support from USGBC and GBCI.

Educational resources include:

- Orientation materials that include access to online, Volume-specific resources as well as program overview documents and detailed submittal guidance.
- Participation in a one-day in-person training for participants.
- Access to a dedicated account manager.

## **Where do I go to get more information?**

[www.usgbc.org/leedvolume](http://www.usgbc.org/leedvolume)



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### **What are the alternatives for certifying multiple buildings if I don't meet the criteria for the LEED Volume Program?**

The 2010 Application Guide for Multiple Buildings and On-Campus Building Projects (AGMBC) is a way to streamline the certification process for multiple-building projects that are on the same site that do not qualify for the LEED Volume Program. Projects registered under LEED v2.1 and 2.2 can continue to use the 2005 Application Guide for Multiple Buildings and On-Campus Building Projects. The 2010 guidance document incorporates additional strategies beyond those offered in the 2005 version to further streamline the certification process for multiple-building and on-campus projects, while maintaining the technical integrity and rigor of the LEED Rating Systems. The different certification pathways offered by the AGMBC have been simplified and broken out into discrete sections that will be released as they are ready for use. Guidance for operations & maintenance projects is now included in this series along with the guidance for design & construction projects. [www.usgbc.org/campusguidance](http://www.usgbc.org/campusguidance)

### **Can my company sign up to join the LEED Volume Program?**

Interested organizations must apply to be a part of the LEED Volume Program by completing an application and submit supporting documentation to assess readiness and compatibility with the program requirements. Applicants will be asked to provide detailed information on the organization and the group of projects seeking volume certification. To download the application, please visit the *Getting Started* page of [www.usgbc.org/leedvolume](http://www.usgbc.org/leedvolume). Questions on the application process may be submitted via email to [volume@usgbc.org](mailto:volume@usgbc.org).

### **How does the Volume Certification Process work?**

The Volume certification process for design & construction has three phases:

#### 1. Program Admission

Interested organizations must apply to be a part of the LEED Volume Program by completing an application and submitting supporting documentation to assess readiness and compatibility with the program requirements. Applicants will be asked to provide detailed information on the organization and the group of projects seeking volume certification.

Upon entering the LEED Volume Program, participants receive the following benefits:

- Account management services
- Portfolio account in LEED Online
- Participant orientation program
- Recognition on participants page of LEED Volume Program website

To apply, please download the [LEED Volume Program Application](#).

#### 2. Prototype Precertification

During precertification, the registered prototype is thoroughly reviewed by GBCI. GBCI's evaluation ensures that:

- Technical uniformity measures, consistent managerial processes and an educational plan are well defined and firmly in place.
- There are procedures and practices to enable effective and consistent technical documentation, reporting and implementation of all LEED credits and prerequisites.
- All quality control and education processes required to ensure ongoing compliance are robust.

#### 3. Certification

When a prototype has achieved precertification, the applicant then enters the certification phase and may begin work on all volume projects. To ensure continuing compliance, GBCI conducts random audits of completed volume projects. Audit rates are based on a sliding scale correlated to the total number of volume projects under the prototype.



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### **What does it cost?**

A goal of the LEED Volume Program is to reduce costs by taking advantage of uniformity in building design, construction, management and operations practices. For organizations that will certify 25 or more projects within three years, the Volume Program offers valuable economies of scale. Per-project certification costs drop significantly as the quantity of projects rises.

The program admission fee is paid when a participant joins the LEED Volume Program. The fee covers educational resources, including access to a dedicated USGBC account manager and the orientation program. The prototype fee is paid when a participant is ready to register their prototype. The fee covers the cost of the initial prototype registration and precertification. The Volume projects fee is paid when a participant is ready to purchase a 25-project bundle, which can occur as early as prototype registration or anytime thereafter. The fee covers the cost to register and submit 25 Volume projects for certification, per bundle, within three years from the time of purchase. Other fees may apply.

Learn more by downloading *LEED Volume Program: Pricing Summary and Audit Rates* on the *Getting Started* page of [www.usgbc.org/leedvolume](http://www.usgbc.org/leedvolume).

### **Is LEED Automation available for Volume Program participants?**

Yes. A technology channel can be enabled through LEED Automation for a volume participant's third-party software tool to transmit information directly into LEED Online. To set up this channel, a series of steps must be completed, and coordination is required between the participant's software provider and USGBC's technology team. Volume Program participants who are interested in pursuing LEED Automation can start the process by contacting their account manager.

### **Are submittal requirements in the Volume Program different for participants using LEED Automation?**

No. The submittal requirements are the same, regardless of how the information is transmitted. LEED Automation can save time for participants in the transmission of information, but the amount and type of information collected on volume projects is not affected by whether it is uploaded into LEED Online or transmitted. For more information on submittal requirements, refer to *LEED Volume Program: Submittal Guidance for Operations and Maintenance* on the *Getting Started* page of [www.usgbc.org/leedvolume](http://www.usgbc.org/leedvolume).

### **Is there a glossary I can reference for help with terminology?**

Yes, please download *LEED Volume Program: Overview and Process* on the *Getting Started* page of [www.usgbc.org/leedvolume](http://www.usgbc.org/leedvolume).

## **DESIGN & CONSTRUCTION**

### **Can projects using different rating systems be certified under the same prototype?**

No. A prototype must be based on one specific version of the LEED rating system. Since volume projects under a prototype must share a common set of prototype credits, it is not possible to certify projects of different rating systems under one prototype.

### **When can construction begin on volume projects?**

Construction on volume projects can begin once the prototype has achieved precertification. If construction on a project begins before the final precertification review is complete, the project will not be eligible for volume certification.

### **Can projects of multiple brands be certified under the same prototype?**

In some cases, a volume prototype can be developed to be used on projects of more than one brand by the same organization. For projects of multiple brands to share a LEED prototype, they must have a common Quality Control and Education Plan, the project delivery method must be the



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same, and the technical strategies for LEED credits must be consistent. When high levels of variation are included in a prototype, higher amounts of documentation are needed for each building. Some Volume participants choose to group projects or brands into more than one prototype, based on shared features.

### **OPERATIONS & MAINTENANCE**

#### **Are the buildings under a prototype required to have similar physical features?**

No. A group of existing buildings under a volume prototype can include a range of variance in age, design, square footage, geographic area, management and implementation personnel, and other criteria. For volume projects to be grouped together under one prototype, the overall management process must be constant, and the prototype credits must be implemented with a consistent technical approach, QC process, education process and audit documentation. It is highly advisable to limit a prototype to one space type unless there are specific circumstances that make it feasible for the owner to utilize the same Quality Control Plan and credit approaches across multiple space types. In some cases, participants seeking to certify multiple space types in a campus setting can take advantage of both the LEED Volume Program and the options offered through USGBC's *2010 LEED Application Guide for Multiple Buildings and On-Campus Building Projects*.

#### **What does prototyping mean in operations?**

A prototype in operations is based more on a standard set of strategies, quality control measures and tools than on a uniform set of physical features. It includes both technical and managerial uniformity. In establishing technical uniformity, credit achievement levels will vary among buildings, but the tools and methodologies will be the consistent for all projects. Managerial uniformity includes demonstrating clear procedures, roles, and team responsibilities to ensure consistent processes are followed throughout all volume projects.

#### **When can the performance period begin?**

The performance period for volume projects can begin at any time. However, it must include a minimum of three months:

- I. After prototype precertification has been achieved  
And
- II. During which the building is under the participant's management, in the case of new acquisitions

#### **What needs to be done to ensure that volume projects will be eligible for future recertification?**

In a prototype's Quality Control Plan, participants are required to outline the ongoing performance verification steps that will be taken to ensure all projects stay on a clear and continuous path toward future recertification. LEED is an ongoing process, representing an organization's commitment to sustain high performance over the life of the buildings. Thus, the Volume Program emphasizes ongoing performance verification as central to a participant's strategy.