Dutchess Climate Action Planning Institute

Overview

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Dutchess CAPI is a project of the Hudson Valley Regional Council and is funded by the DEC Climate Smart Communities Grant Program.

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Background

CAPI, CSC, and Supporting Organizations

What is the Dutchess Climate Action Planning Institute?

A facilitated, collaborative working group through which a select group of 9 local governments develop individual government operations greenhouse gas emissions inventories ("GOGHGI") and government operations climate action plans ("GOCAP").

Dutchess Climate Action Planning Institute At a Glance

9	16	12	2*
Participants	Months	Meetings	Reports

**An additional 1-2 reports for participants who opted into the adaptation work*

CAPI Value

Learn from your cohort

- ✓ Leverage peer network and facilitate dialog with county neighbors
- ✓ Address common concerns

Leverage support

- ✓ Technical and administrative support, group instruction, individual guidance
- ✓ Tools, resources, templates and speakers

Improve your municipality

- ✓ Identify ways to reduce costs and save money
- ✓ Increase resilience
- ✓ Improve quality of life

Access funding

- ✓ Climate Smart Communities (CSC) and Clean Energy Communities (CEC) grants
- ✓ Additional local, state and federal grants

Climate Action Planning Process Value

Examine municipal processes, infrastructure and ecosystems

Plan ambitious but realistic targets and actions

Make data driven decisions

Identify community needs, including those of vulnerable populations

Engage with residents and officials alike, to address the highest priority community issues

Dutchess CAPI Support Partners

Hudson Valley Regional Council (HVRC)

Offering planning, education, and advocacy support for local governments and communities in the mid-Hudson Valley.

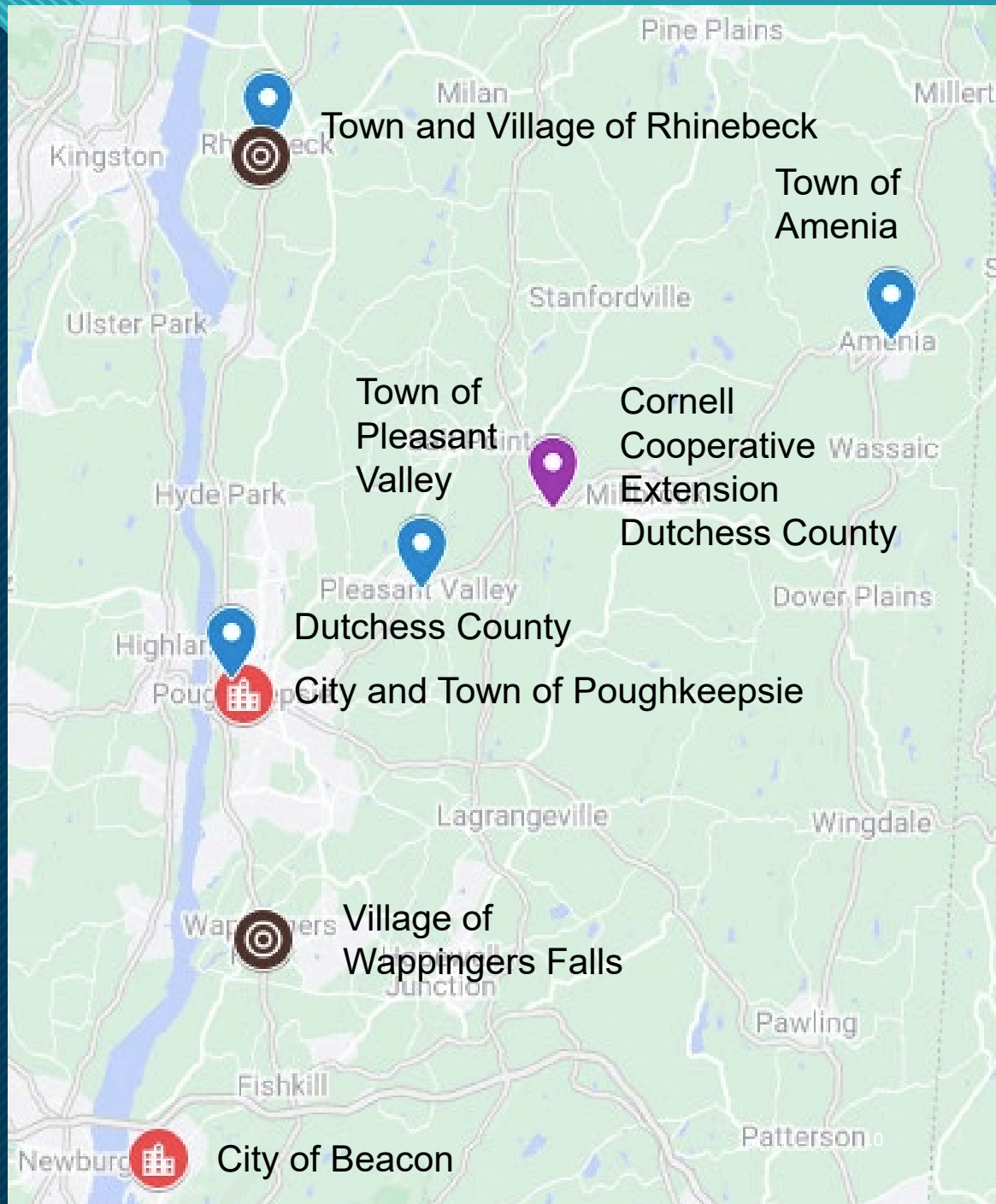
International Council for Local Environmental Initiatives (ICLEI)

Helping municipalities reach their sustainability goals through integrative and innovate solutions for low emission, nature-based, equitable, resilient and circular development.

CAPI Cohort: Participating Municipalities

Dutchess CAPI Participants

- Dutchess County
- City of Beacon
- City of Poughkeepsie
- Town of Amenia
- Town of Pleasant Valley
- Town of Poughkeepsie
- Town of Rhinebeck
- Village of Rhinebeck
- Village of Wappingers Falls



Dutchess CAPI CSC Progress

City of Beacon CSC Silver Certified

Village of Rhinebeck CSC Bronze Certified

City of Poughkeepsie CSC Bronze Certified

Dutchess County CSC Bronze Certified

Town of Poughkeepsie CSC Bronze Certified

Town of Pleasant Valley Passed CSC Resolution 2019

Town of Amenia Passed CSC Resolution 2018

Town of Rhinebeck Passed CSC Resolution 2010

Village of Wappinger Falls Passed CSC Resolution 2015

Engaged with Climate Smart Communities (CSC)

City of Beacon
CSC Silver Certified

- Partnered with BQ energy on a power purchase agreement to lease land to build a 2 MW solar farm. The City buys the electricity from these solar panels at a significant cost savings.

Village of Rhinebeck
CSC Bronze Certified

- Ran a municipal compost pilot that diverted ~2 tons of food scraps per month and reduced CO2e by ~4 tons per month, the equivalent to taking 10 cars off the road.
- Published energy benchmarking report for energy usage in municipal buildings.

City of Poughkeepsie
CSC Bronze Certified

- Awarded ~$3.5 million state grant for a sewer rehabilitation program to help reduce impacts of flooding during strong weather events.
- Completed a Natural Resource Inventory.

Dutchess County
CSC Bronze Certified

- Entered into a Power Purchase Agreement with Tesla Energy Operations to install a photovoltaic array system on County property.
- Installed 4 public EV charging stations, and planning for increased EV infrastructure.

Town of Poughkeepsie
CSC Bronze Certified

- Used the Climate Smart Resiliency Planning Tool to evaluate opportunities for to improve its community's resilience to flooding and climate change.

A combined cohort 52 CEC High Impact Actions

Town of Pleasant Valley

- Produced a municipal fleet Inventory to continually evaluate the efficiency of municipal fleet
- Published an Education and Engagement Plan to maximize involvement from community.

Town of Amenia

- Researched and ran a successful Community Solar Campaign, partnering with 4 solar providers to help residents to reduce emissions and lower electricity costs.
- Completed a street light LED Conversion initiative.

Town of Rhinebeck

- Actively exploring a Community Choice Aggregation (CCA) program for renewable electricity supply.
- Working w/ the Hudson River Estuary Program in conjunction with Cornell Cooperative Extension to complete a Natural Resource Inventory (NRI)

Village of Wappingers Falls

- Adopted law to require Benchmarking of Municipal Buildings by tracking and reporting energy use of municipal buildings over 1,000 sq ft.
- Adopted Unified Solar Permit to streamline approval process for installing solar

Scope of Work

16 Month Overview

Activities Months 1-8

Months	Phase	Partner Activity Description
1-4	Plan and Gather	✓ Finalize participants, roles and schedule for CAPI Team ✓ Customize project plan ✓ Collect and review required data (electricity, natural gas, propane, fuel oil / heating oil, and kerosene) ✓ Other potential data from landfills, water supply, wastewater treatment facilities, and/or refrigerants ✓ Begin to input data into ClearPath ✓ Track time
5-8	Research and Review	✓ Finalize greenhouse gas (GHG) data collection ✓ Complete working draft of GOGHGI ✓ Present GOGHGI to municipal boards, councils and legislatures ✓ Review and update GOGHGI ✓ Research and brainstorm GHG mitigation strategies ✓ Review Climate Action Plan (CAP) template ✓ Track time

Activities Months 9-16

Months	Phase	Partner Activity Description
9-12	Brainstorm and Share	✓ Define and assign Climate Action Plan (CAP) tasks ✓ Continue stakeholder meetings to identify mitigation strategies ✓ Report progress to community ✓ Analyze data and identify emissions reduction targets ✓ Populate CAP template ✓ Track time
13-16	Adopt and Publish	✓ Finalize and present CAP to relevant stakeholder groups ✓ Request that Board of Trustees of Town Council adopts CAP ✓ Schedule the public release of CAP ✓ Organize knowledge sharing resources and methodology ✓ Apply for CSC points ✓ Track time

Major Milestones

Months	Major Milestones
1-4	✓Team, roles and project plan finalized ✓GOGHGI data collection completed ✓Data input into ClearPath
5-8	✓Emission reduction targets drafted ✓Planning scenarios and mitigation strategies formulated ✓GOGHGI working draft finalized
9-12	✓Initial feedback workshops completed ✓Emission reduction targets finalized ✓Working draft of climate action plan (CAP) completed
13-16	✓CAP finalized and presented ✓CAP adopted and published ✓CAP documentation submitted to CSC program

Roles and Responsibilities

Municipal and Volunteer Lead Roles

- ✓Responsible for overall project success
- ✓Work together as needed to manage project deliverables
- ✓Coordinates and assists w/completion of assignments
- ✓Identify Team members and fill resource gaps if needed
- ✓Identify alternates when unable to attend

CAPI Team Participant Roles (2 or more per team)

- ✓ Participates actively in the CAPI project and facilitates completion of CAPI project tasks
- ✓ Commits to ensuring that project moves forward per the CAPI schedule
- ✓ Assists with tasks related to:
  - Data and Information
  - Research
  - Outreach and communication

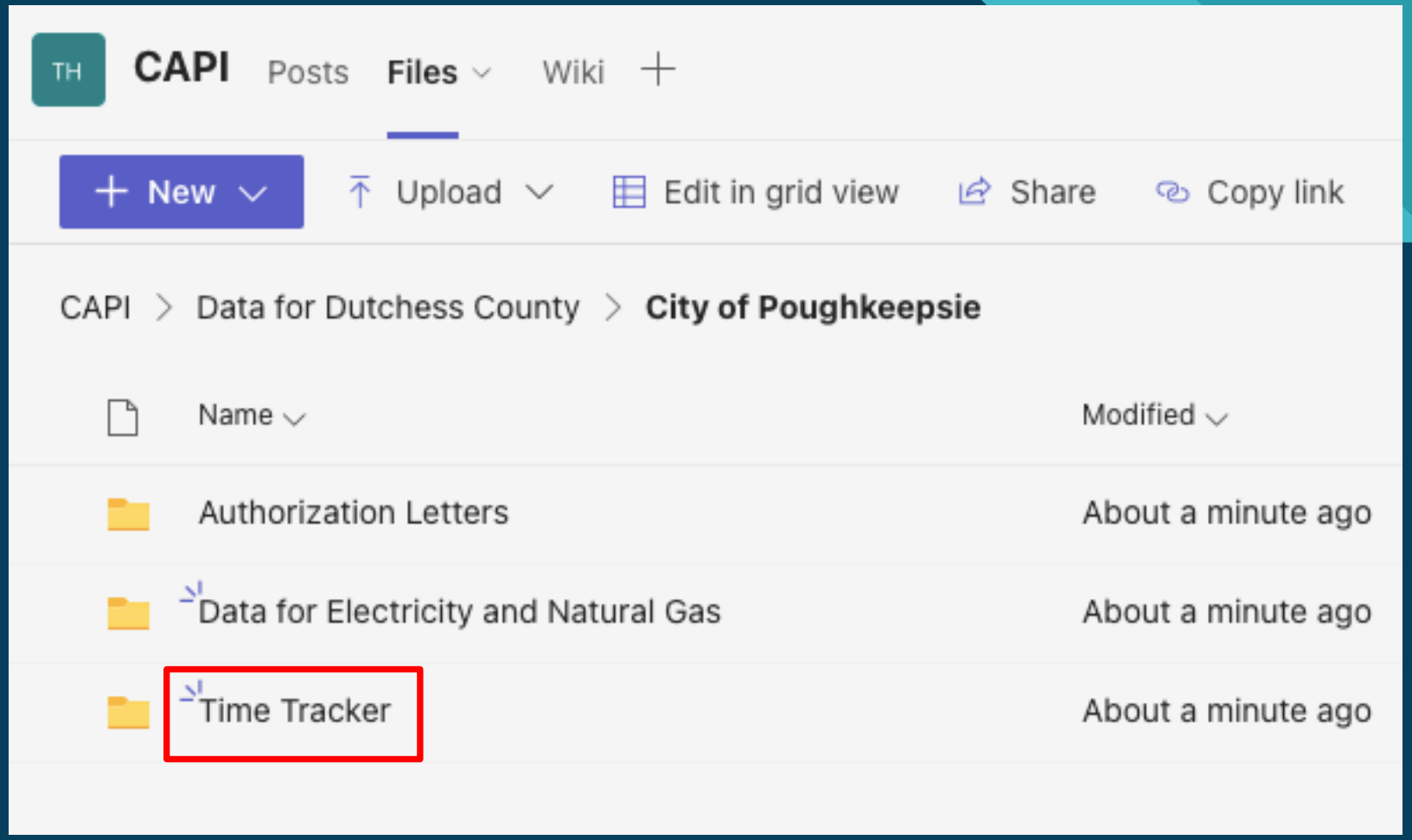
Project Roles

Skill Set or Interests	What will you contribute? (Example activities)	What will be your role?
• **Learning new software platforms** • **Working with numbers, projections, and formulas** • **Data management skills**	➢ Request data from relevant sources for the Greenhouse Gas Inventory ➢ Input data into ICLEI's ClearPath software tool ➢ Work with ICLEI to run forecast models for lowering GHG emissions ➢ Work with the Communications Sub-Committee to integrate the data into the Climate Action Plan (CAP)	**Data and Information** **Sub-committee Member or Chair**
• **Research topics** • **Gather and analyze information** • **Plan project details, including cost and effectiveness**	➢ Research project ideas for the Climate Action Plan (CAP) ➢ Gather information that will help the group understand and analyze recommendations ➢ Work with the Communications Sub-Committee to integrate ideas into the Climate Action Plan ➢ Note: research might include topics related to transportation, buildings/energy, waste, or water	**Research** **Sub-committee Member or Chair**

Project Roles

Skill set or Interests	What will you contribute? (Example activities)	What will be your role?
• **Writing, editing, or proof reading** • **Web or graphic design** • **Event planning and organization** • **Project management**	• Write, edit and/or proofread the Inventory Report and the Climate Action Plan (CAP) • Take photos for the CAP • Add formatting, graphics and photos to the CAP • Outreach and engagement planning • Create and manage project plan	**Outreach and Communications** **Sub-committee Member or Chair**

Sharepoint folder



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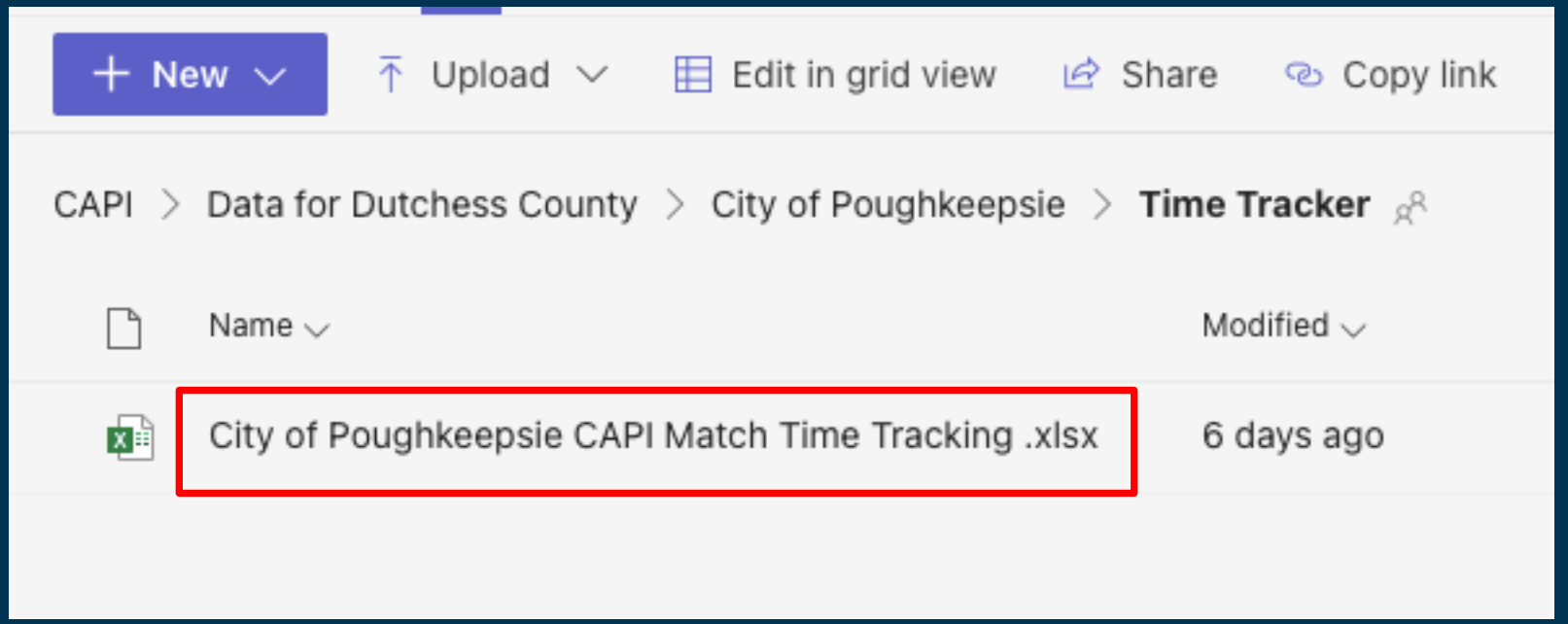

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Sample Time Tracking

Date	Hours	Work Performed
8/16/2022	0.50	Read update email and forwarded information to team members
10/5/2022	1.00	Drafted and sent progress report to the Team
11/2/2022	1.00	Emailed agent to obtain insurance certifications for County
11/7/2022	1.50	Customized the authorization letter for HVRC to obtain data
11/11/2022	1.00	Researched lighting bills
11/15/2022	0.50	Sent lighting bills to Mary
11/18/2022	1.00	Explored data in CAPI SharePoint folder
11/30/2022	0.50	Send updated team list to Mary
12/2/2022	0.50	Read CSC requirements for Government Operations Greenhouse Gas Inventory
12/15/2022	1.50	Team member review / change
1/18/2023	2.50	Attend CAPI Kick-off meeting

Time trackers due on a monthly basis

Resources

- Office Hours
  - Weekly office hours: **Tuesdays 10 - 11 am**
- SharePoint folder
  - Shared document and data repository
  - Time tracker lives here
- CAPI Web Site <https://hudsonvalleyregionalcouncil.org/dutchesscapi>
  - Meeting presentations, relevant resources and homework assignments
- ICLEI ClearPath tool
  - ClearPath tool for emissions data and forecasting
- Community engagement tool
  - Online forum for questions, comments, information sharing

Reminders

- Discuss team experience, skills, interests and commitment level in deciding roles
- Keep meeting minutes, including participant hours
- Document process and key contacts
- Keep time tracker up to date
- Ask questions in monthly meetings, weekly office hours, the community tool, or just schedule a meeting with us!

Virtual meeting: Schedule a virtual meeting

Next Steps

Post Kick-off Meeting

Homework

- ✓Finalize team, roles and meeting times
- ✓Review electricity and natural gas data
- ✓Adapt project plan
- ✓Track your time in your Time Tracker

Monthly cohort meetings are the third Wednesday of every month

Next meeting: <u>Wednesday, February 15th, 10 am – 12 pm</u>

Thank You

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