



# Dutchess Climate Action Planning Institute

## Cohort Meeting #8

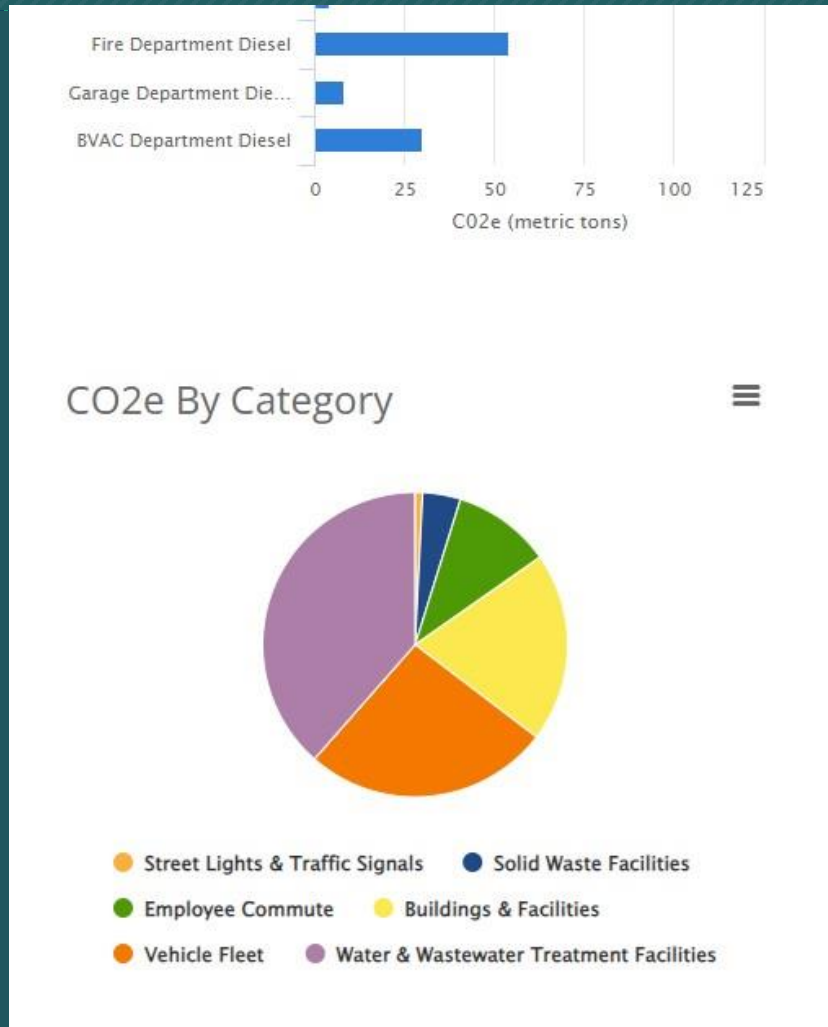
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Mary Lambert

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

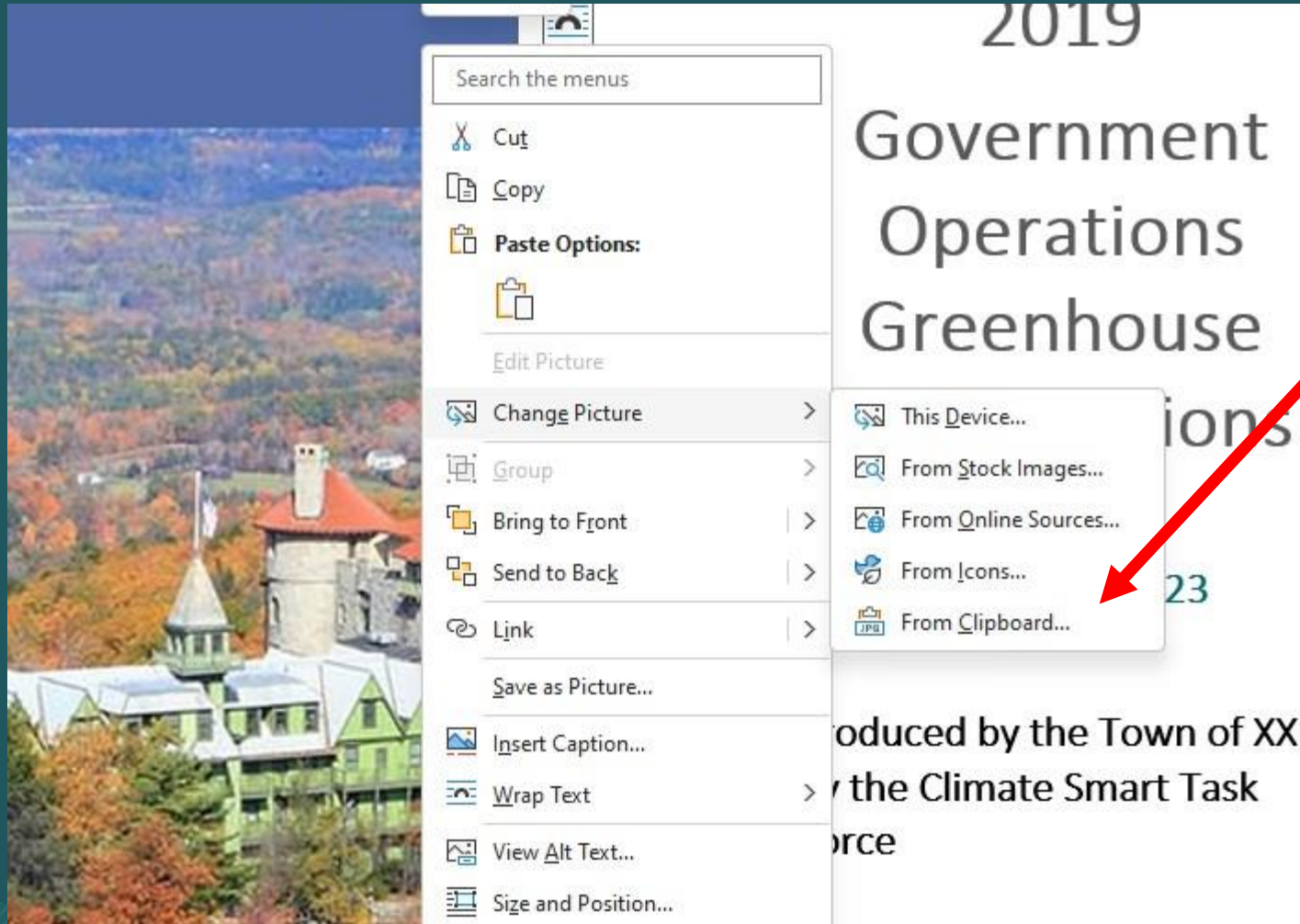


# Q1: Where do I find my pie chart in ClearPath?



- The pie chart can be found in any of the main sector pages on the bottom right.
- Click on any Sector Tab and scroll to bottom of page.
- It is not found under the Reports tab.

# Q2. How Do I add new photos to the Report Template?



- Copy desired photo to Clipboard.
- Right click on photo.
- Choose Change Picture → From Clipboard.

# Q3: Where do I find numbers for Tables 4 and 6 for the Report Appendix?



**Table 6 – Dutchess and Westchester Counties**

MPG and Emissions Factors by Vehicle Type - 2019 US National Defaults (updated 2021)

Fuel	Vehicle type	MPG	CH <sub>4</sub> g/mile	N <sub>2</sub> O g/mile
Gasoline	Passenger car	24.1	0.0183	0.0083
Gasoline	Light truck	17.6	0.0193	0.0148
Gasoline	Heavy truck	5.371652	0.0785	0.0633
Gasoline	Motorcycle	24.1	0.0183	0.0083
Diesel	Passenger car	24.1	0.0005	0.001
Diesel	Light truck	17.6	0.001	0.0015
Diesel	Heavy truck	6.392468	0.0051	0.0048

**Table 4 – Dutchess County**

Emissions Factors for Electricity Consumption: NPCC Upstate NY (NYUP) eGRID 2019

Year	CO <sub>2</sub> (lbs./MWh)	CH <sub>4</sub> (lbs./GWh)	N <sub>2</sub> O (lbs./GWh)
2019	232.305	17	2



# Q4: How to I calculate the breakout in the Buildings and Electricity Sector in ClearPath for the Report Template?

Table 2: Local Government Operations Inventory

Sector	Fuel or source	2019 Usage	Usage unit	2019 Emissions (MTCO <sub>2e</sub> )
Buildings & Facilities	Electricity	981830	kWh	103.9053166
	Natural Gas	4815	MMBtu	256.0929975
<b>Buildings &amp; Facilities total</b>				<b>359.9983141</b>
<u>Street Lights</u> & Traffic Signals	Electricity	1528977	kWh	161.8089071

Town of Poughkeepsie 2019 Inventory of Government Operations GHG Emissions 16

- Go to Reports
- Export Detailed Report.
- Pull out and manually tally Electricity usage (in kWh).
- Do same for Natural Gas (in therms or MMBtus).

# Q5: What about sectors we are not including?

Sector	Fuel or source	[Baseline Year] Usage	Usage unit	[Baseline Year] Emissions (MTCO <sub>2</sub> e)
Buildings & Facilities	Electricity			
	Natural Gas			
Total				
Street Lights & Traffic Signals	Electricity			
Vehicle Fleet	Gasoline (off-road)			
	Diesel (off-road)			
	Gasoline (on-road)			
	Diesel (on-road)			
Total				
Transit Fleet	Diesel			
	Gasoline			
Total				
Employee Commute	Gasoline			
	Biodiesel/Ethanol			
	Electric			
	Hybrid Gasoline			
	PHEVs			
Total				
Electric Power Production	Various Fuels for Power Generation			
Total				
Solid Waste	Waste Generation			
	Compost			
Total				
Water and wastewater	Digester Gas Flared			
	Digester Gas Combusted (used for boiler operations)			
	Nitrogen Discharge			
Total				
Process & Fugitive Emissions	Fugitive Emissions from Natural Gas Distribution			

- Just delete row that is not relevant to your inventory.
- Use blue rows as total rows.
- Right align the word Total.



## Q6: Should I share my inventory results with my Town Council? When?



- Your Town Council or Village Board is a key stakeholder in climate action planning.
- Sharing your Inventory Results and Report with them is an ideal way to bring them up to speed on your accounting, analysis, and report of the GHG emissions resulting from the day-to-day operations of the municipality.
- It will also serve to remind them and reenforce the benefits of climate planning, CAPI, and the Climate Action Plan to come.
- You should present to them when your inventory is complete.

# Q7: I want to create a chart without one of the sectors, how do I do that?

Editing Inventory Record For Combustion Of Solid Waste ?

Buildings & Facilities	Street Lights & Traffic Signals	Vehicle Fleet	Transit Fleet	Employee Commute	Electric Power Production
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\* Name  
County Incinerator (Wheelabrator Technologies, 2019)

Tags

Information Only

Inputs

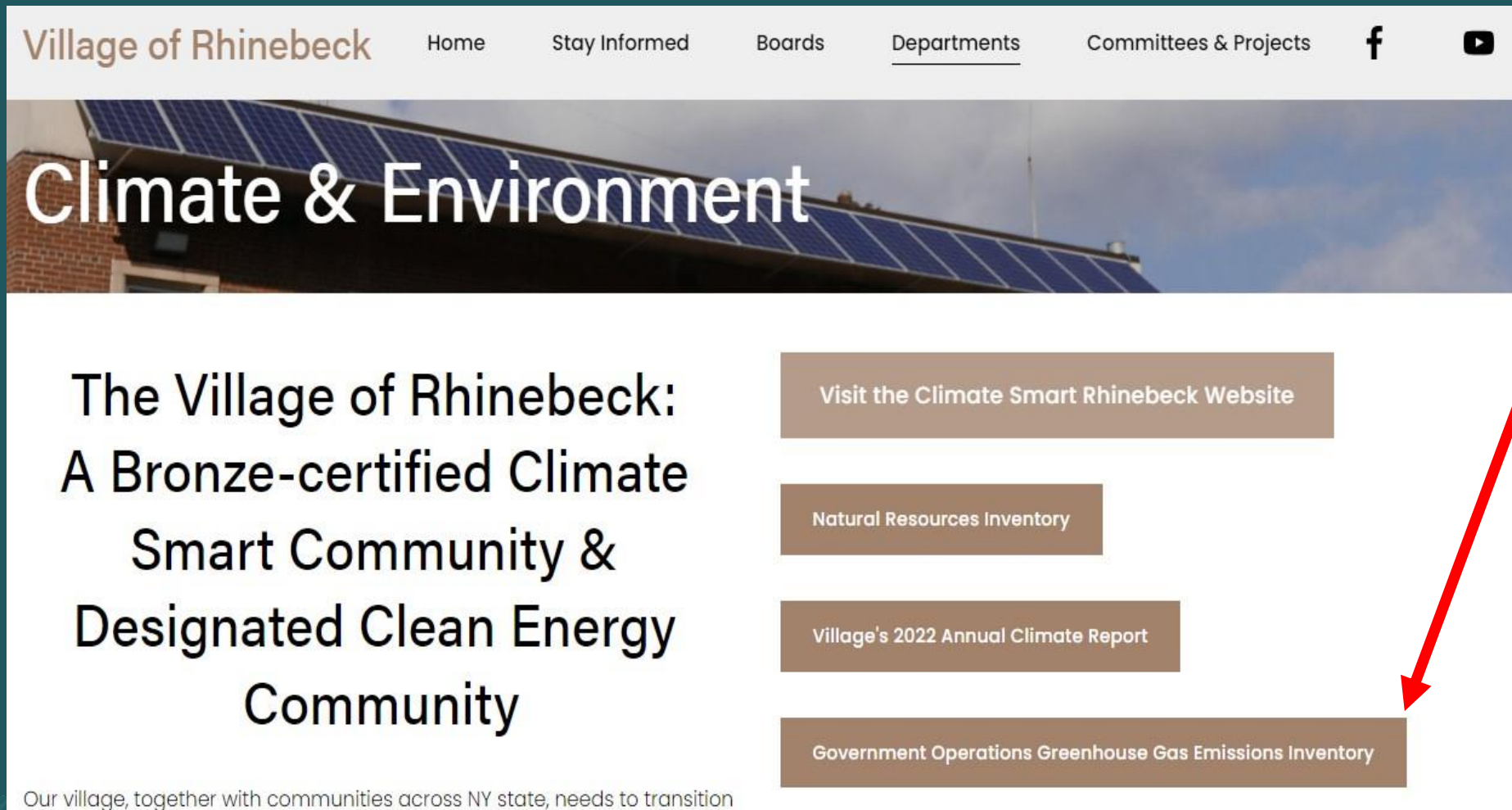
	Value	Units
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- Go into the sector record/s.
- Mark each as *Information Only*.
- Or, in Detailed Reports, edit data as needed.





# Q8: Where on the web site should we put our inventory report?



- Ideally somewhere prominent.



## Q9: What are the CSC Requirements for Outreach & Engagement for a Gov Ops CAP(4 pts)

- Required: key government department stakeholder meeting(s). (Also a general requirement for Gov Op CAP)
- Required: Provide an opportunity for the public to review and comment on the draft climate action plan.
- Required: Develop a “communication and engagement strategy”. (See *CAPI Guidance for Public Outreach and Engagement Planning* doc.)



## Q10: What is a Public Outreach & Engagement Plan (4 pts)

- **Public Outreach and Engagement Planning document** is intended for use by local government staff and volunteers creating a Government Operations Climate Action Plan (CAP). The purpose is to help ensure the success of public outreach and engagement, as part of the larger CAP process.



# Homework

## Completed GHG Inventory in ClearPath?

- Complete the Business as Usual Forecast in ClearPath.
- Review and complete draft of Stakeholder Engagement Plan.
- Schedule (or meet) with Village Board or Town Council to present inventory results (and report) and to inform them on the CAP.
- Watch [Business As Usual \(BAU\) Forecasting video](#).
- If you have not already, finish Inventory Report and notify CAPI Team when you have done so.



## Next Meeting:

Wednesday, September 20th, 10 am -12 pm

Lowering Emissions: Getting to Realistic Goals  
& Outreach and Engagement

October 18th Meeting: in person in Millbrook



# Thank You

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