



Dutchess Climate Action Planning Institute

Cohort Meeting #9

September 20, 2023

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



Announcements

- Happy Climate Week!
 - Car Free Day Friday (9/22)
 - National Drive Electric Week (9/22-10/1)
- Welcome Emma and Alanna
- 2 weeks until end of quarter. Please update your hours in Sharepoint
- In-person meeting pushed to November 15

Agenda

GOCAP Basics

Stakeholder Meeting(s)

Strategies / High Impact Actions by Sectors

- Municipal Buildings and Facilities
 - Street Lights and Traffic Signals
 - WasteWater or WaterTreatment Facility
- Vehicle Fleet / Transportation
 - Employee Commute
- Solid Waste
 - Recycling and Composting (food waste recycling)
- Natural Resources and Land Use



**Climate Smart
Communities**



Hudson Valley Regional Council

Climate Action Plan: What and Why?

- A government operations climate action plan (GOCAP) is a **strategy document** that sets goals and outlines a set of initiatives that reduce greenhouse gas (GHG) emissions.
- Using a GHG emissions inventory as the foundation, a CAP defines **GHG reduction targets** and provides a **framework** for achieving those targets.
- The CAP identifies **priority actions** and facilitates coordination across government departments.
- The plan is meant to be closely followed, but it is non-binding and a municipality can adjust the local strategy if GHG targets are surpassed or not fulfilled.

GOCAP CSC Requirements

1. Results of the government operations GHG **inventory**.
2. Set of **prioritized initiatives** for reducing GHG emissions from government operations.
3. At least one GHG reduction **target** specific to the local government.
4. Public outreach: Provide an opportunity for the public to **review and comment** on the draft climate action plan.

GOCAP Expectations

1. Establish short- and long-term targets
 - Start with low-hanging fruit, lower cost
 - Align with other plans, municipal goals, projects under way
2. Broader outreach planning and execution
 - Public Outreach and Engagement Plan
3. Cross-department involvement
4. Climate equity – review of disadvantaged communities
5. Encouraged to learn about and align with state goals
6. Resolution that states that the GOCAP was officially adopted by municipality.

Stakeholder Meeting(s) Opportunity

- Listen and communicate with those who will be responsible and accountable for many of the strategies in your CAP.
- Allow for feedback and consultation.
- Provide reminder of value of CAPI and climate action planning.

Prep Work for Stakeholder Meeting(s)

- Fill out **Public Outreach and Engagement Plan**.
- Review **Stakeholder Meetings Guide**.
- Fill out **Climate Strategies Workbook**.
- Complete any relevant research on draft strategies.
- Decide on stakeholder meeting(s) invite list.
- Ask Mayor / Village Manager / CAPI Municipal Lead to reach out to department heads to explain the CAP and meeting agenda.
- Email stakeholders an agenda, meeting request, and materials up front for their review.



**Climate Smart
Communities**



Hudson Valley Regional Council

Pathways for Stakeholder Engagement

OPTION 1:

1. Draft list of high impact actions by sector.
2. Meet with **each department** to gather input.
3. Hold final meeting with head staff to finalize the plan.

OPTION 2:

1. Draft list of high impact actions by sector.
2. Meet with **all department heads together** to gather input.
3. Hold final meeting with head staff to finalize the plan.



**Climate Smart
Communities**



Hudson Valley Regional Council

Stakeholder Meeting Sample Agenda

1. CAPI program overview and mid-point progress
2. Program value
3. Sector- by-sector inventory results
4. Climate Action Plan basics
5. Target goals / timing
6. Proposed high impact actions and KPIs by sector (co-benefits, lead actor optional)

Project Value: Sales Pitch

1. Municipality provides community with examples that help to inspire community-wide action.
2. CAPI cohort model strengthens institutional learning and knowledge sharing.
3. Grant-funded CAPI project provides support, guidance, resources, and technical assistance.
4. Provides ways to save costs and increase revenues through grant funding.
5. Builds municipal relationships with neighbors and with Dutchess County.

Stakeholder Prep: Guide Sheets

Who is involved?

Things to Know Ahead of Time

Questions / Prompts

Potential KPIs

Resources



Climate Smart
Communities



Hudson Valley Regional Council



Strategies / High Impact Actions

How to choose strategies?

1. Guiding Goal: reduce emissions
2. ICLEI Co-benefits
3. Practicality: How realistic?
4. Alignment with existing goals
5. Fit / Interest



**Climate Smart
Communities**



Hudson Valley Regional Council

Tools

1. **Climate Strategies Workbook**
2. Climate Action Plan Template
3. Stakeholder Meetings Guide
4. ClearPath – Forecast Emissions Reductions



**Climate Smart
Communities**



Hudson Valley Regional Council

Climate Strategies Workbook

Goal	Objective	Strategy	Key Performance Indicator
<ul style="list-style-type: none">• Goals = overarching result you wish to have.• Usually reducing emissions.• May be just one goal per sector, or perhaps a few.	<ul style="list-style-type: none">• broad strokes of how you are going to accomplish the goal.• There can be multiple objectives per goal, or just one.	<ul style="list-style-type: none">• specific actions you are going to do to accomplish the objective.• There can be many under a single objective	<ul style="list-style-type: none">• KPIs = how you measure if your initiative is on track.• They should have specific measurable goals by a certain date.• Sometimes tricky to measure emissions outcomes.

Climate Strategies Work Book

Emissions Reduction Potential	Emissions Reduction Potential Notes	Cost	Cost Notes
<ul style="list-style-type: none">• Best guess based on emissions reduction potential.• Meant to be reviewed and edited.• ClearPath will provide more specific potential.• and the DEC's climate action planning tool.	<ul style="list-style-type: none">• Reasoning behind reduction potential.• Actual emissions reduction potential depends on many different factors.	<ul style="list-style-type: none">• Rough estimates likely best suited for communities with populations <40k.• Low = Free to \$10K Medium = \$10-50K High = \$50K+	<ul style="list-style-type: none">• Best guesses based on our knowledge, discussions w/ emissions reduction experts, and the DEC's climate action planning tool.• If disagree or know specifics, please edit as needed.• Not meant to be set in stone.

Tools

1. Climate Strategies Workbook
2. **Climate Action Plan Template**
3. Stakeholder Meetings Guide
4. ClearPath – Forecast Emissions Reductions



**Climate Smart
Communities**



Hudson Valley Regional Council

CAP Objectives

Overall Goal

→ Objectives

→ Supporting Strategies

→ KPIs

→ Reduction Potential

→ Co-benefits

→ Lead Actor

Co-Benefits

1. Cost / Saving Money
2. Enhances Resource Security
> diversification, resilience, redundancy
3. Creates Jobs
4. Improves Public Health
5. Delivers Benefits to Frontline Communities
> vulnerable communities



**Climate Smart
Communities**




Hudson Valley Regional Council

CAP Strategies - Example

Building and Facilities



Objective : Increase Energy Efficient

Strategy Number	Strategy	Benefits / Reduction Potential	Lead Actor	Metric (KPI)
E1-A	Develop a Strategic Energy Efficiency Plan		Village Manager	Adopted plan by x/x/xxxx

CAP Objectives – Example Co-Benefits

Building and Facilities

Objective : Increase Energy Efficient

Strategy	Co-Benefits	Reduction Potential
Develop a Strategic Energy Efficiency Plan		

Tools

1. Climate Strategies Workbook
2. Climate Action Plan Template
3. Stakeholder Meetings Guide
4. ClearPath – Forecast Emissions Reductions



Climate Smart
Communities



Hudson Valley Regional Council

Guide Sheets

Who is involved?

Things to Know Ahead of Time

Questions / Prompts

Potential KPIs

Resources / Relevant CSC Actions



Climate Smart
Communities



Hudson Valley Regional Council

Tools

1. Climate Strategies Workbook
2. Climate Action Plan Template
3. Stakeholder Meetings Guide
4. ClearPath – Forecast Emissions Reductions



**Climate Smart
Communities**



Hudson Valley Regional Council



Stakeholder Meeting Homework

- Hold CAPI Team internal meeting to prep for stakeholder meeting.
- Review / Fill out Resources
 - ClearPath Forecasts
 - Public Outreach and Engagement Plan
 - Climate Action Plan Template
 - Stakeholder Meetings Guide
 - CAP Strategies Workbook
- Enlist CAPI Municipal Lead to help set up stakeholder meeting(s)



Next Meeting:

Wednesday, October 18th, 10 am -12 pm

Drafting Climate Action Plan

November 15th Meeting:

in person in Millbrook



Thank You

Mary Lambert

mlambert@hudsonvalleyrc.org