



Westchester CAPI Cohort Meeting #13 3/7/24

Agenda

- GOCAP Presentation – Emma Kaminsky, City of Peekskill
- Announcements
- Review of Resources - Mary
 1. Template for presenting GOCAP Findings to the CAPI Cohort
 2. GOCAP Checklist for Meeting CSC Requirements
 3. Stakeholder Presentation Template
 4. Template Resolution to Adopt COGAP
 5. Visioning Page
- Breakout Rooms - All
- Q & A on CAPI Cohort Grant Application for CPRG Program - Mary
- Homework and Next Steps

Irvington Public Input



IRVINGTON GREEN

Agenda

- Climate Action Plan Overview
- Municipal GHG Emissions & Reduction Measures
 - Employee Commute
 - Fleet
 - Buildings & Facilities
 - Library Sustainability Plan
 - Forecasts
 - Forest Impact
- Community Emissions
 - Example resident
- CAPI Adapt
- Workshop



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Climate Action Planning Institute Project

Climate Action Plan

The City of White Plains recognizes that greenhouse gas (GHG) emissions are catalyzing climate change, the consequences of which pose risks to the future health, wellbeing, and prosperity of our community. This recognition is reflected within our One White Plains Draft Comprehensive Plan and addressed in the greenWP section of the plan.

The City of White Plains has already taken a leadership role, both locally and regionally, to mitigate impacts on the climate. The Mayor, Common Council, City departments, and the Sustainable White Plains Committee have all prioritized sustainability initiatives, which have led to significant strides in recent years.

Desired Outcomes

1. Explore Renewable Energy: Continue to explore investments in energy sources like solar, hydro, and geothermal power, as well as in infrastructure and policies that promote the adoption of clean energy technologies.
2. Promote Energy Efficiency: Encourage the use of energy efficiency appliances and promote sustainable building practices.
3. Promote Public and Alternative Transportation: Strengthen the efforts to encourage the use of public transit, bicycles, and EVs or hybrid vehicles.
4. Implement Waste Management Strategies: Promote waste management strategies, including recycling programs and reduction of single-use plastics.
5. Adopt a Government Operations Climate Action Plan.



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Climate Action Planning Institute

In 2019, the Village was selected as one of eight Westchester County municipalities to participate in a grant-funded climate action planning institute (CAPI) for government operations sponsored by the DEC's Climate Smart Communities program. Due to the COVID-19 pandemic, the Institute was delayed, and finally got going this year.

The Hudson Valley Regional Council is coordinating the Institute for Westchester County working with consultants from ICLEI – Local Governments for Sustainability. The village meets monthly with the group for guidance and training.

The GHG inventory is Phase 1 of the Climate Action Planning Institute (CAPI). The next phase will be forecasting and setting a target for emissions reduction, and then coming up with a plan to do so. If you are interested in volunteering to contribute to the Climate Action Plan for government operations, please contact the Administrator: administrator@tarrytownny.gov.

[GHG Inventory Report](#)

[GHG Inventory Report Presentation](#): September 18, 2023

Attachment	Size
tarrytown_ghg_emissions_inventory_final_sept_22.pdf	1.53 MB
capi_presentation_for_bot.pdf	1.08 MB


GOCAP Resources

Program resources for CAPI Part 2 - Government Operations Climate Action Plan (GOCAPs)

- [ClearPath Climate Planner's Forecasting and Planning Wizard Demo Video](#)
 - [Wizard Guidance for Westchester County for the ClearPath Forecasting Tool](#)
 - [CSC Climate Action Plan Guide](#)
 - [Public Outreach and Engagement Plan Template](#)
 - [Stakeholder Meetings Guide](#)
 - [GOCAP Strategies Workbook](#)
 - [GOCAP Strategies Workbook - Blank Version](#)
 - [Video tutorial of modeling emissions reductions from solar using the solar photovoltaic calculator in Clearpath](#)
 - [Stakeholder Presentation Template](#)
 - [Template Resolution to Adopt GOCAP](#)
 - [GOCAP Cohort Presentation Template](#)
 - [Checklist for GOCAP](#)
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[Welcome to the Westchester Climate Action Planning Institute – Hudson Valley Regional Council](#)

● GOCAP Checklist for Meeting CSC Requirements

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- Objectives and prioritized strategies
 - Emissions reduction targets (that cover its Scope 1 and Scope 2 GHG emissions)
 - 5-10 recommended strategies by sector (w/owners, KPIs and co-benefits)
 - Reduction potential of strategy (reduction measure modeling or using high, medium or low)
 - Vision statement (draft)
 - Implementation Plan and monitoring language
 - Public outreach (4 additional points)
 - GOCAP Adoption (for CSC points, not for CAPI)

Checklist for Government Operations Climate Action Plan

1. **Emissions by sector.** Have you included a summary of or your government operations GHG emissions inventory report? At the very least, you should include the overall emissions total CO2e and the breakdown of the emissions sector results (i.e. sector pie graph) and link to your full GHG Emissions Inventory Report on your municipal web site.
2. **Public Outreach documented.** Have you provided documentation that, at minimum, a draft of the CAP was made available for review and comment by the public? Has the CAP been posted on the local government website and/or made available for review at a local library? (Note: 4 additional points are available for public outreach if you do so).
3. **Emissions Reduction Goal(s) + Mitigation Objectives.** Have you included at least one GHG reduction target that covers Scope 1 and Scope 2 GHG emissions? While the CLCPA goal covers scope 1 and 2 emissions, you should include language acknowledging that you have considered both scope 1 and 2 emissions (and scope 3 in some cases). (See [PE2 Action: Government Operations GHG Inventory for](#) a reminder of Scope 1 and Scope 2 GHG emissions.)

Checklist for Government Operations Climate Action Plan

4. **Recommended Strategies Overview.** Does each recommended strategy include:
 - a. An owner or task leader?
 - b. An associated sector (i.e. vehicle fleet, buildings, etc.)?
 - c. A target goal or Key Performance Indicator (KPI) allowing you to track success against the goal?
 - d. An associated reduction potential? (High, medium, low)
 - e. A co-benefit? (resilience, jobs, etc.)
 - f. A prioritization level for the goal (i.e. short-term vs long-term action)?

Checklist for Government Operations Climate Action Plan

- 5. Implementation Plan with priorities / timeline.** Do you include an implementation plan consistent with your prioritization rankings? While not mandatory, the implementation should try to include at least one of these associated details:

 - a.** How long it will take to implement the initiative (short term versus long term)?
 - b.** Costs associated with implementation?
 - c.** Source of funding to cover those costs?
 - d.** Related or similar initiatives the municipality is already doing or considering?
- 6. Reduction Measure Modeling.** While including a copy of your reduction measure modelled graph(s) is not mandatory, per say, by including it you are providing back-up for the reduction potential associated with your recommended strategy and potentially the prioritization level.

Checklist for Government Operations Climate Action Plan

7. **Draft Vision.** Do you include a Draft Vision Statement? While including a draft vision statement addressing mitigation is recommended, you can receive 4 additional points under [PE 7: Climate Adaptation Plan](#), by including a vision statement that covers both mitigation and adaptation.

Additional requirements for 4 additional points:

- a. Host public participation session(s) to... develop a vision for the community.
- b. Solicit input according to your public engagement strategy.
- c. Compile public input into a draft document describing the vision for the future and what resilience means to the community.
- d. Meaningfully share the draft vision with the community by going beyond posting it on an inconspicuous website page or only sending it to community members already in the know.
- e. Establish a system for receiving public comments and revise the draft vision and goals based on stakeholder feedback.

(Note - If you are participating in CAPI-Adapt, these requirements can be incorporated into the public outreach process for the Climate Vulnerability Assessment and Climate Adaptation Chapter.)

Checklist for Government Operations Climate Action Plan

- **Next Steps. Adopting the CAP.** While not included in the CAPI requirements you will need to provide documentation that the final CAP was officially adopted by the local government. The officially adopted plan should be posted to the web site post adoption. For recertification, you must submit a GOCAP developed or updated within 10 years of the application date. Updated plans must include evidence of implementation of the prior CAP, regular monitoring of progress toward meeting the GHG targets, and re-evaluation of targets and strategies against current state policies and technologies.

Template for Public Meetings



Climate Action Planning Institute Public Outreach and Stakeholder Feedback

March, 2024

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



Visioning

<https://hudsonvalleyregionalcouncil.org/visioning/> PW: CAPI-A

Sample Vision Statements

(Incorporating mitigation and adaptation)

1. Transform our government facilities into high-performing and energy efficient buildings and facilities resilient to climate change.
2. Lead by example through sustainable improvements to all buildings, operations and municipal assets that both mitigate greenhouse gases and increase the Town's capacity to withstand and adapt to climate change.
3. Aggressively transition toward clean, carbon-free technologies and infrastructure upgrades that improve health, livability and resilience of the Village's community to mitigate and adapt to the impacts of climate change.
4. Understand and mitigate climate change and climate-related risks while preparing the Town's residents and infrastructure for chronic and extreme weather events.



Process Timeline

- Westchester CAPI Start date (February 2023)
- Phased approach for government operations climate action plan in 2023-2024
 - Launched CAPI process and determined inventory scope – February, 2023
 - Gathered and input municipal data – February-April, 2023
 - Completed Inventory, forecast, and drafted high-level recommendations – July-September, 2023
 - Chose emissions targets and recommended goals, objectives & strategies – October, 2023
 - Presented findings and sought feedback through stakeholder engagement meetings – October-December, 2023
 - Finalized draft plan for public feedback – January 2024
 - Revised plans –January-March 2024
 - Posted draft plan to municipal web site for public review and comment – February 2024
 - Plan adopted – April 2024

GROUP 1	
Westchester County	
City of White Plains	
City of Peekskill	
GROUP 2	
Village of Ossining	
Town of Ossining	
Village of Tarrytown	
GROUP 3	
Village of Hastings	
Village of Irvington	
Village of Pelham	

Breakout Rooms



Breakout Rooms Discussion

- Challenges and lessons learned to date
- Estimated GOCAP completion date
- Can the support group act as another level or GOCAP review?
- Who in the support group will review the draft GOCAP?
- When can the reviewer review the draft?
- What is estimated turn-around time for review?
- Consider sending to reviewer in conjunction with sending to myself and Caroline

Q & A on CAPI Cohort Grant Application for CPRG Program, part 1

- Coalition Application Letter of Intent
- Implementation Project Description – *8 air source heat pumps for Town Hall, etc.*
- Implementation Project Budget– The estimated cost associated with the primary project. Please break costs out costs by:
 - Supplies/hardware - *12 Mitsubishi model #X air source heat pumps at \$30k per unit: \$360,000*
 - Contractual/installation - *Contractor-Company installation cost: \$20,000*
 - Municipal personnel time– *60 hours of Village Manager / Clerk / DPW time @ blended hourly rate of \$100 / hr = \$6000*
 - Travel / Other
 - Total Cost: *\$386,000*

Q & A on CAPI Cohort Grant Application for CPRG Program, part 2

Supplemental Project Description: *3 Energy audits for Town Hall (5600 sq ft), and Fire Stations X and Y (both 3000 sq ft)*

Supplemental Project(s) Budget. The estimated cost associated with the secondary project. Costs broken out by:

Supplies/hardware: n/a

Contractual/installation: *Energy Audit-Company cost estimate: \$6k for Town Hall; \$3k for each fire station = \$12,000*

Municipal personnel time: *20 hours of Village Manager / DPW time @ blended hourly rate of \$100 / hr = \$2000*

Travel / Other

Total Cost: *\$14,000*

Total Project Cost (implementation project + supplemental project): *\$400,000*

Emissions reduction potential.

Reminders

- Non match grant
- Program would not kick off until October at earliest
- Project application limit is \$500,000 for each of the 18 CAPI municipalities. However, you may submit a project budget for up to \$1,000,000.
- If fewer municipalities apply, we may be able to support larger project sizes. If you do submit for a larger project, please clarify how you would limit the project if we have to cap the project at a lower level.
- Quote for the application should include prevailing wage and Build America, Buy America grant requirements.
- Please indicate if you are you applying for any other grants for this project

<https://hudsonvalleyregionalcouncil.org/cprg/>

Important Dates / Sample Project Timeline

- March 8: Submit required information to HVRC
- March 12: Letter of intent to sign MOA
- April 1: CPRG application deadline (HVRC)
- July 2024: Finalize and Sign MOA
- Summer 2024: Grant Awarded
- Fall 2024: HVRC get under contract with EPA
- Fall 2024: Once we are under contract, Municipalities can start RFP Process, ensuring the process aligns with all EPA requirements.
- 2025 and beyond: Municipalities will submit reimbursement requests to HVRC, which HVRC will send to EPA and forward to municipality upon receipt.
- *This is our best understanding of how the grant will work, but EPA may set different standards.*

Homework



- Finalize draft Climate Action Plan!
- Send to Mary and Caroline for review
- Post it to municipal web site w/link for feedback
- Finalize additional reduction measure modeling in Clearpath
- Continue presenting recommended strategies (and potentially vision statement) to stakeholders and the public.



Next CAPI Meeting:

Thursday, April 4th

1-3 pm

(virtual)



Thank You!

Mary Lambert

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