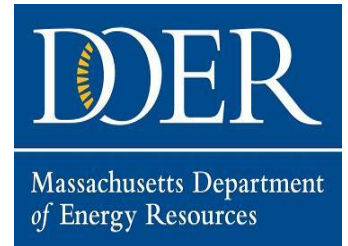




Climate Leader Communities GUIDANCE for Local Climate Team



INTRODUCTION

The formation of a “Climate Team” is a key step in establishing and maintaining a community clean energy and climate program. Climate Teams leverage the skills and expertise of team members to develop plans, implement programs, and assist with educational opportunities that support the creation of a sustainable community. Such entities can go by any name, but the role is the same: lead and coordinate the clean energy and climate activities of the community.

Municipalities that do not have such a committee can establish the Team, by City Council or Select Board vote, as appropriate. Members of the Team could be appointed from municipal staff and departments, elected officials, volunteer members of community boards and commissions, as well as interested residents. It is important to include representatives from the local school department, as school buildings contribute large percentage of a municipality’s building emissions. Municipalities that include their regional school district in their Green Communities energy baseline should include district representatives on their teams. public schools

Communities can also work with existing community organizations to help implement clean energy/climate programs. Municipal governments will need to adopt a resolution recognizing the collaboration between the local government and the nonprofit organization. The resolution should authorize the nonprofit organization to pursue Climate Leader certification in partnership with the community.

DOCUMENTATION REQUIRED

To satisfy the local Climate Team requirement with an existing committee, applicants must submit the following:

- Name of committee, list and affiliation of current members
- The mission or charge of the committee
- A summary of activities undertaken in the past 12 months

To satisfy the local Climate Team requirement with a recently formed committee, applicants must submit the following:

- Minutes from City Council or Select Board meeting establishing Climate Team
- Name of committee, list and affiliation of current members
- The mission or charge of the committee

- Planned meeting schedule and goals for first year

To satisfy the local Climate Team requirement by partnering with a local non-profit community organization, applicants must submit the following:

- Resolution by City Council or Select Board recognizing the collaboration between the municipality and the nonprofit organization
- Memorandum of Understanding between the municipality and community organization identifying partnership goals and proposed activities to be undertaken by the organization in collaboration with the municipality for the following twelve months
- Designation of at least one municipal staff member as a point of contact