

# **Pokagon Band Comprehensive Climate Action Plan (CCAP)**

## **Scope of Work (SOW)**

The Pokagon Band has recently developed a Priority Climate Action Plan utilizing funding from EPA's Climate Pollution Reduction Grants program. The Band now seeks to develop a Comprehensive Climate Action Plan to further address greenhouse gas (GHG) emissions on tribal properties and the possibilities related to reducing GHG impacts which is essential to advancing climate resilience within the tribal community. The Pokagon Band intends to hire a contractor(s) to work with an intragovernmental workgroup comprised of representatives from fifteen tribal government departments, multiple tribal boards, committees, commissions, councils, and the Tribal Council to develop an implementation-ready, realistic, and achievable CCAP.

The CCAP is a much more detailed plan than the PCAP and should build upon and expand beyond the PCAP. The CCAP must include all GHG emissions and sinks by emission source and sink category following commonly accepted protocols for the applicable sectors including industry, electricity generation and/or use, transportation, commercial and residential buildings, agriculture, natural and working lands, and waste and materials management. The CCAP must also quantify near and long-term GHG emissions projections and reduction targets. Additional aspects that must be included in the final CCAP include a benefits analysis, review of authority to implement, quantified GHG reduction measures, documentation of intersection with other funding availability and an assessment of workforce planning, including analysis, and potential solutions. Contractors are encouraged to review the EPA CPRG Planning Grants Program Guidance for Tribes which is available online or upon request to the Contact Person. The contractor is expected to attend all workgroup meetings, provide a schedule of progress, regular updates on progress, and work with the Band to develop quarterly reports and a final CCAP that will be submitted to EPA.

### **CCAP Development Approach:**

The chosen contractor(s) will work with Kowabdanawa odë kè (PBKK) to establish an EPA approved Quality Assurance Project Plan (QAPP) prior to beginning data collection and analysis. This QAPP focuses on the handling of environmental information by the contractor who is charged with completing the following subtasks for the planning project implemented in accordance with this QAPP:

1. Develop a comprehensive GHG Inventory, including emission sources/sinks and sectors,
2. Develop GHG emissions projections – near and long-term,
3. Develop quantified GHG reduction measures
4. Develop GHG reduction targets – near and long-term,
5. Determine the selection and quantification of GHG reduction measures as well as carbon sink enhancements, and
6. Present these analyses and options in technical reports consistent with the deliverables required under the CPRG planning grant.

The CCAP will produce a comprehensive inventory of all GHG emissions and sinks by emission source and sink category use existing data. The contractor(s) will take advantage of multiple online sources that are available for use in developing the required objectives within the CCAP. Online sources that may be utilized include the inventory of U.S. Greenhouse Gas Emissions and Sinks by State, the

Greenhouse Gas Reporting Program, the EPA's Comprehensive Inventory Tools, and the EPA's Motor Vehicle Emissions Simulator. Near-term and long-term projections will include projections of GHG emissions if no reduction measures are put in place, reductions for each suggested implementation, and the reduction in GHG's if all measures in the CCAP are implemented. There are multiple online tools for determining quantifiable GHG emissions estimates including the EPA's State Inventory and Project Tool, the non-CO<sub>2</sub> GHG Data Tool, and the EPA's Waste Reduction Model. Utilizing these tools, near-term and long-term emissions reduction targets can be calculated and assessed against the U.S. economy-wide target of reducing net GHG's by 50-52% below 2005 levels by 2030 with the goal of net-zero emissions by 2050. While the PCAP focused on priority measures for quantifiable GHG reductions, the CCAP will include a full suite of implementation measures needed to meet national GHG reduction targets. For each measure, the CCAP will identify quantifiable GHG emissions reductions and milestones for achieving those targets. Online tools will be used to quantify energy savings and GHG emissions reductions, including but not limited to, the EPA's Energy Savings and Impacts Scenario Tool, the EPA's GLIMPSE decision support tool, and multiple sources for analyzing GHGs emissions by sector. It is essential that this analysis also identify costs that may be associated with implementing each measure. The CCAP benefit analysis will utilize available data sources, such as the National Emission Inventory and the EPA's Avoided Emissions and Generation Tool to quantify estimates of GHG and co-pollutant reductions anticipated from the implementation of the measures identified in the CCAP.

Additional required analyses within the CCAP include a benefit analysis, intersection with other funding that is available, and workforce planning, including an analysis and potential solutions. As the CCAP is developed, capacity challenges and workforce needs will be assessed. Anticipated workforce shortages and potential solutions to address the identified needs will be included in the CCAP.

Any measures included in the CCAP will be evaluated for tribal implementation authority. The CCAP will focus on GHG measures that can be completed entirely on tribal properties, therefore, authority should already exist in most instances. If a review of authority is needed, the Pokagon Band Legal Counsel will determine whether authority is inherent or if additional agreements are needed to exercise authority. If an additional agreement is required, Legal Counsel will review a drafted agreement or create the required agreement for the exercise of authority. The agreement will then be reviewed and approved by Tribal Council.

The final, approved CCAP must be completed by May 31, 2027.

**CCAP Interagency and Intragovernmental Coordination:**

Within the Pokagon Band tribal government there are fifteen departments. A workgroup will be formed with the directors of each department, or their designee, to provide feedback and input regarding developing the CCAP and determining near-term, long-term, and high-priority climate actions. The workgroup will meet every other month during the initial phase of the CCAP and once per quarter in the following months or on an as-needed basis throughout the development of the CCAP. The contractor will work closely with the workgroup (see Gantt chart on page 3) through regular virtual and in-person meetings. A Microsoft Teams workgroup will be created where all relevant documents can be placed for easy access and quick coordination. The Teams workgroup will also allow for messaging and serve as a platform for the virtual meetings. Meeting minutes will be taken, or meetings will be recorded and transcribed so that workgroup members who may be absent from a meeting can view the meeting later. The contractor will meet with tribal boards, commissions, committees, and councils (BCCCs) that would like to provide input to the development of the CCAP. At a minimum, the contractor will meet with and discuss the CCAP

with the Pokagon Band's Land Use Board. The contractor will also meet with the Pokagon Band Tribal Council, which is the overarching governing body for the Pokagon Band, during the development of the CCAP and when the CCAP is in final draft form so that Tribal Council may review and approve the CCAP.

**CCAP Public and Stakeholder Engagement:**

Public engagement from the tribal community will be solicited through in-person meetings, online forms, and the tribal newsletter, listserv, and Facebook page. The PBKK will create outreach materials related to the development of the CCAP that can be used at in-person meetings and through digital media. Outreach information requests for input regarding the development of the CCAP will be shared in the online tribal newsletter at least twice per year. The materials will also be included in the Pokagon Band's Bodéwadmik Blast (listserv) and on the Pokagon Band's citizen website with a form for tribal citizens to provide feedback as the project develops. Outreach materials will also be posted on the Pokagon Band's Facebook page to direct tribal citizens to the citizen website for more information. As the CCAP progresses, citizens will be informed of updates through the list serve, website, and tribal newsletter. Annual Citizen meetings will be used as opportunities to gather information regarding the development of the CCAP.

Stakeholder engagement will occur through the intragovernmental workgroup planning sessions which will take place at least once per quarter, with additional meetings scheduled as needed. A request for input and interest in meeting will be sent out to all tribal boards, committees, commissions, and councils (BCCCs). Meetings will be set up with the BCCC's that request additional information or that would like to provide feedback regarding the development of the CCAP. At a minimum, the Land Use Board will be presented the CCAP during development and their feedback will be requested. The Pokagon Band Tribal Council will also be presented the CCAP at least twice – first with an introduction to the plan and later when the plan is more fully developed. The final CCAP will need the approval of Tribal Council before submission.

