

Vermont Climate Council:

Guidance for Subcommittees for the Update of Vermont's Climate Action Plan 2025

The **subcommittees** are the primary vehicle for **developing** recommended **updates** to Vermont's Initial Climate Action Plan.

Cross-Sector Mitigation, Agriculture & Ecosystems, **Rural Resilience** – will take the lead in generating **substantive recommendations**.

Just Transition and **Science and Data** will **support** this work.

Cross-cutting issues such as **workforce, education and outreach** will require the **Climate Action Office** to convene joint meetings of subcommittees.

Expected process steps for subcommittees

Review in detail the **Progress Report** on the **Initial Climate Action Plan**, which is the foundation for the update.

Review key scientific and other inputs, such as relevant updates from the recent National Climate Assessment and anticipated scientific products being supported by Climate Action Office

Determine where **additional action is needed** based on preliminary priorities from Council and understanding of what is covered in first Plan

Invest time in **prioritizing strategies/actions**, with the goal of:

- 1) **keeping all relevant strategies/actions**
- 2) **signaling a handful of highest priority strategies/actions** that require immediate attention by lawmakers and/or state government and
- 3) **suggesting one or two strategies** that could be included in a “**Top-10**” **list** of strategies in the updated Climate Action Plan.

CAP drafting timeline

- April 2024 (or late March 2024): **Subcommittees convene** with their **updated membership**, sketch out a **workplan** for the next 8 months, do a detailed review of the **Progress Report**.
- May – August 2024: Subcommittees determine where **additional strategies/actions** are needed to address **key gaps (or lack of progress)** and begin to **draft revised strategies / actions**. Subcommittees present an **update to the Council**.
- September – December 2024: Subcommittees **prioritize strategies / actions** and present a **final recommended list** to the Council.
- January – March 2025: Council **consolidates subcommittee inputs** into a single document, **approves version** for public comment. Subcommittees don't have tasks in this period, unless the Council asks for help.
- April – June 2025: **Subcommittee** members can **help support the public engagement process** around the draft. **Council** reviews input, **finalizes document**.

Expected deliverables and level of effort from subcommittees

(April - August)

Deliverable: At least **one update to the Council** about the subcommittee's **progress** in developing these **prioritized strategies/actions**.

Level of Effort: monthly meetings; 4-6 hours/month

(September – Decemeber)

Deliverable: A **final prioritized list of strategies and actions**. (CAO to provide **template**.)

Level of Effort: more frequent meetings, likely bi-weekly through October and up to weekly November and December, up to 4 hours per week at the height of the work

(January – June)

Deliverable: needed response to Council input

Level of Effort: handful of meetings

RRA Proposed Work Plan Outline

(April - August) monthly meetings

April: Level Set

May: Progress Report, Initial Gaps Analysis

June: Data, Presentations

July: Data, Presentations

August: Finalize Gaps; Identify Actions to Fill Gaps; Update to Council

(September – December) ramping up to possible weekly meetings

September: Outreach and Engagement Plan

October: Outreach and Engagement

November: Draft Recommendations of Strategies and Actions

December: Final and Prioritized Recommendations

What presentations and information are needed to support CAP drafting?

April-May 2024

What presentations or information are needed to inform the development of the workplan and the review of the progress report?

May-August 2024

What presentations or information are needed to determine additional strategies needed to address gaps?

September – December 2024

What presentations or information are needed to prioritize strategies and actions?