**Initiative Plan Template**

* Climate goal (business goal/problem statements)
  + A goal or goals that explain the climate impact of the initiative
* Ancillary goals
  + Other goals
* Identify working group
  + Have a core team (small, dedicated, doing the work), ideally no more than 6 people
  + Have an extended team (larger group, who will be less involved but need to be informed)
* Identify stakeholders
  + Stakeholders should be pulled from master list of stakeholders
* Review existing models/Investigation.
  + Identify where this initiative has been done before and/or
* Scope
* Implementation model
  + How the initiative will be completed
* Critical success factors
  + What will make the initiative a success e.g. sufficient funding, engagement from the community
* Timeline
  + What is the timeline for the initiative
* Success criteria
  + What will success look like e.g. 5 parking lots with solar

Embodied Carbon Initiative Example

* Climate goal (business goal/problem statements)
  + Understand and communicate the role of embodied carbon in various construction projects to inform the town and residents on what choices they should make in their construction and renovation
* Ancillary goals
  + None
* Identify working group
  + Core team: ZEAB member, Preservation Commission Member, Planning Dept., Building Dept., citizen architect, citizen engineer
  + Extended team : TBD
* Identify stakeholders
  + Construction and real estate industries, affordable housing advocates, environmental justice advocates
* Review existing models/Investigation.
  + Newton (Zoning Ord., § 5.13.4-D), Boston, Cambridge, Lexington, proposed Massachusetts Stretch Energy Code legislation, California CALGreen Embodied Carbon Requirements (2023), Vancouver Embodied Carbon Guidelines, MassDEP Deconstruction Workgroup, etc.
* Scope
  + possibly to all new construction and renovation as defined in the existing, new Municipal Fossil Fuel Free Building Construction and Renovation Demonstration Project
  + building materials standards, whole building life cycle assessment, deconstruction standards, or a combination
* Implementation model
  + incentive or requirement - Zoning (special permit?)
* Critical success factors
  + Funding for embodied carbon assessment in municipal projects
* Timeline
  + consider phased, incremental approach
* Success criteria
  + Residential community informed on embodied carbon considerations for:
    - Single family home renovation
    - Condo renovation
  + Building department committed to study and application of embodied carbon considerations in municipal building and renovation
  + Building department guidelines

Solar panels on parking lots Initiative Example

* Climate goals (business goal/problem statements)
  + Generate zero emission power for the town
  + Greening town power
  + Visible action by the town on climate goals
  + Have Brookline Green purchase power for Brookline green
* Ancillary goals
  + Use generated electricity to offset low-income electrical costs
* Identify working group
* Identify stakeholders.
* Review existing models/Investigation
* Scope
* Implementation model
* Timeline
* Success criteria