



PRIORITY CLIMATE ACTION PLAN TEMPLATE

STATES DEPLOYMENT INITIATIVE
Supporting CPRG Plan Execution

Updated November 22, 2023

Proviso

This template is intentionally generic such that it could be adapted by any state. Sample text and prompts show a possible way of addressing both required and optional (encouraged) elements of Climate Pollution Reduction Planning Grant priority climate action plans. But any of these elements could be presented in different ways based on the needs and preferences of states. Additional directions, tips, and considerations are presented in comments. Therefore, ensure that you can view the comments when you use this template. Optional sections are denoted with both watermarks and in the comments. Text that must be replaced with state-specific information are denoted with angle brackets and yellow highlight.

About the Conveners Network

The Conveners Network is a cooperative group of non-partisan organizations working with states to accelerate the development and adoption of sound energy policy. Each organization has a core competency in a particular region of the country while often doing work that is inter-regional or national in scope. The Conveners Network offers a unique space in which states can:

- Achieve their goals more quickly and easily by learning from one another's real-world, practical experience.
- Have candid, in-depth discussions tailored to issues of common interest paired with rigorous follow-up and assistance.
- Capture efficiencies in tasks common to all states, such as stakeholder engagement, modeling, analysis, policy design, and implementation best practices.
- Access technical and expert resources on a wide range of energy-related topics, including federal funding opportunities.
- Identify and pursue multi-state and/or multi-region initiatives when it makes sense to do so.

To learn more about each organization within The Conveners Network, please visit their websites below.

- [Center for the New Energy Economy](#)
- [Duke Nicholas Institute for Energy, Environment, & Sustainability](#)
- [Georgetown Climate Center](#)
- [Great Plains Institute](#)
- [Harvard Law School Environmental & Energy Law Program](#)
- [Atlas Public Policy](#) (Conveners Network Partner)

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Appendix A. Emissions Inventory Supporting Documentation

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Acronyms and Abbreviations

Acronym or Abbreviation

<insert acronym>

Definition

<insert definition>

Commented [TT4]: Identify all acronyms and abbreviations used in this document and put them in a table in a spreadsheet. Sort the acronym or abbreviation column from A to Z, then paste into a table in this section.

Introduction

The <lead agency> has partnered with <insert organizations collaborating to support development of PCAP> to produce this priority climate action plan (PCAP) to support investment in policies, practices, and technologies that reduce pollutant emissions, create high-quality jobs, spur economic growth, and enhance the quality of life for all <insert state demonym>. This project has been funded wholly or in part by the United States Environmental Protection Agency (EPA) under assistance agreement <number> to <recipient>. The contents of this document do not necessarily reflect the views and policies of the EPA, nor does the EPA endorse trade names or recommend the use of commercial products mentioned in this document.

Commented [TT5]: E.g., Arkansans, Michiganders, New Yorkers, Hoosier, Wisconsinite, etc.

The measures contained herein should be construed as broadly available to any entity in the state eligible for receiving funding under the EPA's Climate Pollution Reduction Implementation Grants (CPRG) and other funding streams, as applicable.

Commented [TT6]: Inclusion of these two sentence is a requirement of EPA's general terms and conditions for grant awards. The agreement number will be the assistance agreement that EPA provided to the lead agency notifying them that the funding is available for draw down and specifying the terms and conditions of the funding.

This PCAP is organized into <#> sections:

1. Introduction
2. Greenhouse Gas (GHG) Emissions Inventory
3. <Emissions Projections and Reduction Targets>
4. Priority Measures
5. <Benefits Analysis>
6. Low-Income/Disadvantaged Community Benefits Analysis
7. Review of Authority to Implement
8. <Intersection with Other Funding Availability>
9. <Workforce Planning Analysis>
10. Coordination and Outreach
11. Conclusion

Commented [TT7]: Per page 19 of the CPRG Planning Grant Guidance: In all cases, the lead organization for a state or metropolitan area PCAP funded through the CPRG program must make the PCAP available to other entities for their use in developing an implementation grant application.

Commented [TT8]: Encouraged, but optional for PCAP
Delete if not included

Commented [TT9]: Encouraged, but optional for PCAP
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Commented [TT10]: Encouraged, but optional for PCAP
Delete if not included

Commented [TT11]: Section added per request, not required

Greenhouse Gas Emissions Inventory

The <lead agency> has developed a statewide inventory of major sources of GHG emissions within <State>. This inventory was prepared using the following data resource(s):

- State-level GHG inventories prepared by the EPA;¹
- EPA's State Inventory Tool (SIT);²
- Data reported to the EPA's Greenhouse Gas Reporting Program;³ and
- <other data set(s) used>.

Detailed methodology and quality assurance procedures for preparation of this inventory are contained in Appendix A.

The <State> inventory includes the following sectors and gases:

Sectors	Greenhouse Gases (across all sectors)
1. Transportation	carbon dioxide (CO ₂),
2. Electricity generation and/or use	methane (CH ₄),
3. Natural and working lands	nitrous oxide (N ₂ O),
4. Industry	fluorinated gases (F-gases) including
5. Agriculture	hydrofluorocarbons (HFCs),
6. Commercial and residential buildings	perfluorocarbons (PFCs), sulfur hexafluoride
7. Waste and materials management	(SF ₆), and nitrogen trifluoride (NF ₃)
8. Wastewater	

Table 1 details GHG emissions in million metric tons (MMT) of carbon dioxide equivalents (CO₂e) for all economic sectors. Table 2 details emissions of specific GHGs across all sectors.

Commented [TT12]: EPA Resources:
<https://youtu.be/1K6Mdrkj8>
<https://www.epa.gov/inflation-reduction-act/cprg-tools-and-technical-assistance-greenhouse-gas-inventory>

Commented [TT13]: Delete data resources that were not used and add any relevant other data sources

Commented [TT14]: In Appendix A, include your QAPP required by EPA and any additional documentation necessary to support the inventory preparation method.

¹ <https://www.epa.gov/ghgemissions/state-ghg-emissions-and-removals>
² <https://www.epa.gov/statelocalenergy/state-inventory-and-projection-tool>
³ <https://www.epa.gov/ghgreporting/data-sets>

Table 1. <State> GHG emissions in MMT CO₂e by Sector⁴

Sector/Source	<base year>	2021
Transportation		
CO ₂ from Fossil Fuel Combustion		
Substitution of Ozone Depleting Substances		
Mobile Combustion		
Non-Energy Use of Fuels		
Electric Power Industry		
CO ₂ from Fossil Fuel Combustion		
Stationary Combustion		
Incineration of Waste		
Electrical Equipment		
Other Process Uses of Carbonates		
Industry		
CO ₂ from Fossil Fuel Combustion		
Natural Gas Systems		
Non-Energy Use of Fuels		
Petroleum Systems		
Coal Mining		
Iron and Steel Production		
Cement Production		
Substitution of Ozone Depleting Substances		
Petrochemical Production		
Lime Production		
Ammonia Production		
Nitric Acid Production		
Abandoned Oil and Gas Wells		
Wastewater Treatment		
Urea Consumption for Non-Agricultural Purposes		
Mobile Combustion		
Abandoned Underground Coal Mines		
Adipic Acid Production		
Carbon Dioxide Consumption		
Electronics Industry		

Commented [TT15]: For states using EPA's state-level GHG data, follow these instructions:

Download <https://www.epa.gov/system/files/other-files/2023-02/State-Level-GHG-data.zip>. Open State-GHG_Trends_Emissions_Sinks_Economic_Sector_08312023.xlsx. Select your state from the dropdown in D1 of the State_GHGbyEconomicSector_Table sheet.

Copy sector/source and emissions data for your selected base year and 2021 (most recent available year).

For states that are not using EPA's state-level GHG data, replace this table and references with your own data.

Commented [TT16]: Base year selection is a choice for the state. When setting emission reduction targets, EPA will want the state to show how their target is consistent with emission reductions from a 2005 baseline.

⁴ Data were obtained from EPA's State-level GHG inventories file State-GHG_Trends_Emissions_Sinks_Economic_Sector_08312023.xlsx, which was accessed on <insert date>. This data set is available at <<https://www.epa.gov/ghgemissions/state-ghg-emissions-and-removals>>.

NO = Not occurring

Symbols:

"-" indicates that the value has not be estimated at this time or is not applicable to the State

"+" indicates that the value does not exceed 0.005 MMT CO₂E

N₂O from Product Uses
Stationary Combustion
Other Process Uses of Carbonates
Fluorochemical Production
Aluminum Production
Soda Ash Production
Ferroalloy Production
Titanium Dioxide Production
Caprolactam, Glyoxal, and Glyoxylic Acid Production
Glass Production
Magnesium Production and Processing
Zinc Production
Phosphoric Acid Production
Lead Production
Landfills (Industrial)
Carbide Production and Consumption

Agriculture

N₂O from Agricultural Soil Management^{1,2}
Enteric Fermentation
Manure Management
CO₂ from Fossil Fuel Combustion
Rice Cultivation
Urea Fertilization
Liming
Mobile Combustion
Field Burning of Agricultural Residues^{1,2}
Stationary Combustion

Commercial

CO₂ from Fossil Fuel Combustion
Landfills (Municipal)
Substitution of Ozone Depleting Substances
Wastewater Treatment
Composting
Stationary Combustion
Anaerobic Digestion at Biogas Facilities

Residential

CO₂ from Fossil Fuel Combustion
Substitution of Ozone Depleting Substances
Stationary Combustion

Total Emissions (Sources)

**Land-Use, Land-Use Change, and Forestry
(LULUCF) Sector Net Total**

Net Emissions (Sources and Sinks)

Table 2. <State> GHG emissions in MMT CO₂e by Gas⁵

Gas/Source	<base year>	2021
CO₂		
Fossil Fuel Combustion		
<i>Electric Power Sector</i>		
<i>Transportation</i>		
<i>Industrial</i>		
<i>Residential</i>		
<i>Commercial</i>		
Non-Energy Use of Fuels		
Natural Gas Systems		
Cement Production		
Lime Production		
Other Process Uses of Carbonates		
Glass Production		
Soda Ash Production		
Carbon Dioxide Consumption		
Incineration of Waste		
Titanium Dioxide Production		
Aluminum Production		
Iron and Steel Production & Metallurgical Coke Production		
Ferroalloy Production		
Ammonia Production		
Urea Consumption for Non-Agricultural Purposes		
Phosphoric Acid Production		
Petrochemical Production		
Carbide Production and Consumption		
Lead Production		
Zinc Production		
Petroleum Systems		
Abandoned Oil and Gas Wells		
Magnesium Production and Processing		
Coal Mining		

Commented [TT17]: For states using EPA's state-level GHG data, follow these instructions:

Download <https://www.epa.gov/system/files/other-files/2023-02/State-Level-GHG-data.zip>. Open State-GHG_Trends_Emissions__Sinks_By_Gas_08312023.xlsx.

Select your state from the dropdown in D1 of the State_GHG_byGas_Table sheet.

Copy gas/source and emissions data for your selected base year and 2021 (most recent available year).

For states that are not using EPA's state-level GHG data, replace this table and references with your own data.

Commented [TT18]: Base year selection is a choice for the state. When setting emission reduction targets, EPA will want the state to show how their target is consistent with emission reductions from a 2005 baseline.

⁵ Data were obtained from EPA's State-level GHG inventories file State-GHG_Trends_Emissions__Sinks_By_Gas_08312023.xlsx, which was accessed on <insert date>. This data set is available at <<https://www.epa.gov/ghgemissions/state-ghg-emissions-and-removals>>.

NO = Not occurring

Symbols:

"-" indicates that the value has not be estimated at this time or is not applicable to the State

"+" indicates that the value does not exceed 0.005 MMT CO₂E

Liming
Urea Fertilization
Substitution of Ozone Depleting Substances
*International Bunker Fuels*⁶
*Wood Biomass, Ethanol, and Biodiesel Consumption*⁷

CH₄

Stationary Combustion
Mobile Combustion
Coal Mining
Abandoned Underground Coal Mines
Natural Gas Systems
Petroleum Systems
Abandoned Oil and Gas Wells
Petrochemical Production
Carbide Production and Consumption
Iron and Steel Production & Metallurgical Coke Production
Ferrous Alloy Production
Enteric Fermentation
Manure Management
Rice Cultivation
Field Burning of Agricultural Residues
Landfills
Wastewater Treatment
Composting
Anaerobic Digestion at Biogas Facilities
Incineration of Waste
*International Bunker Fuels*⁸

N₂O

Stationary Combustion
Mobile Combustion
Adipic Acid Production
Nitric Acid Production
Manure Management
Agricultural Soil Management
Field Burning of Agricultural Residues
Wastewater Treatment

⁶ Emissions from international bunker fuels are not included in totals.

⁷ Wood biomass, ethanol, and biodiesel consumption emissions are not included in the sum of Energy sector totals. Net carbon fluxes from changes in biogenic carbon reservoirs are accounted for in LULUCF estimates.

⁸ Emissions from international bunker fuels are not included in totals.

N₂O from Product Uses
Caprolactam, Glyoxal, and Glyoxylic Acid Production
Incineration of Waste
Composting
Electronics Industry
Natural Gas Systems
Petroleum Systems
*International Bunker Fuels*⁹

HFCs, PFCs, SF₆ and NF₃

HFCs

Substitution of Ozone Depleting Substances
Fluorochemical Production
Electronics Industry
Magnesium Production

PFCs

Aluminum Production
Electronics Industry
Electrical Equipment
Substitution of Ozone Depleting Substances¹⁰

SF₆

Electrical Equipment
Electronics Industry
Magnesium Production

NF₃

Electronics Industry

Total (Sources) Emissions¹¹

LULUCF Emissions¹²

LULUCF CH₄ Emissions
LULUCF N₂O Emissions

LULUCF Carbon Stock Change¹³

⁹ Emissions from international bunker fuels are not included in totals.

¹⁰ Small amounts of PFC emissions also result from this source.

¹¹ Total emissions presented without LULUCF.

¹² LULUCF emissions of CH₄ and N₂O are reported separately from gross emissions totals.

¹³ LULUCF Carbon Stock Change is the net C stock change from the following categories: Forest Land Remaining Forest Land, Land Converted to Forest Land, Cropland Remaining Cropland, Land Converted to Cropland, Grassland Remaining Grassland, Land Converted to Grassland, Wetlands Remaining Wetlands, Land Converted to Wetlands, Settlements Remaining Settlements, and Land Converted to Settlements.

LULUCF Sector Net Total¹⁴

Net Emissions (Sources and Sinks)¹⁵

¹⁴ The LULUCF Sector Net Total is the net sum of all CH₄ and N₂O emissions to the atmosphere plus net carbon stock changes.

¹⁵ Net emissions include LULUCF.

GHG Emissions Projections and Targets

The <lead agency> has developed near-term (2030) and long-term (2050) projections of GHG emissions that would occur in a “business-as-usual” (BAU) scenario where the PCAP measures are not implemented and under a scenario where the measures in this PCAP are fully implemented (PCAP scenario). Detailed methodology and quality assurance procedures for preparation of these projections are contained in Appendix A. Table 3 lists base year GHG emissions and near-term and long-term GHG emissions projections by sector for <state> under the BAU and PCAP scenarios.

Table 3. <State> GHG baseline and projected emissions in MMTCO₂e by Sector

Sector/Source	<base year>	BAU		PCAP	
		2030	2050	2030	2050
Transportation					
Electric Power Industry					
Industry					
Agriculture					
Commercial and Residential Buildings					
Waste and Materials Management					
Total Emissions (Sources)					
LULUCF Sector Net Total					
Net Emissions (Sources and Sinks)					

Table 4. presents near-term and long-term emissions reduction targets based on <lead agency>'s assessment of projected emissions and emission reductions anticipated as result of implementation of priority measures included in this PCAP. Inclusion of targets in this PCAP does not render achievement of the targets binding on any entity of the state of <insert state>, its subdivisions, organizations operating in the state, and individuals living within the state.

Table 4. <State> PCAP GHG emission reduction targets in MMTCO₂e by Sector

Sector/Source	Targets	
	2030	2050
Transportation		
Electric Power Industry		
Industry		
Agriculture		
Commercial and Residential Buildings		

Commented [TT19]: This section is optional for a PCAP. Delete section if not used.

Commented [TT20]: EPA Resources: <https://www.epa.gov/inflation-reduction-act/cprg-tools-and-technical-assistance-ghg-emission-projections-and-ghg>

Commented [TT21]: The guidance says near-term can be 2030 - 2035; however, implementation grants ask for cumulative emission reductions anticipated between 2025 and 2030. Therefore, selecting 2030 here will make it easier for plug and play with implementation grants.

Commented [TT22]: In Appendix A, include your QAPP required by EPA and any additional documentation necessary to support the method used to project emissions

Commented [TT23]: Targets are calculated by subtracting the PCAP scenario for the applicable projection year by the base year emissions, dividing the result by the base year emissions and multiplying the product by 100

Waste and Materials Management

Total Emissions (Sources)

LULUCF Sector Net Total

Net Emissions

(Sources and Sinks)

OPTIONAL

Priority Measures

The measures in this section have been identified as “priority measures” for the purposes of pursuing funding through CPRG implementation grants. This list is not exhaustive of the <state>'s priorities. Instead, the selected priority measures included in this PCAP meet the following criteria:

- The measure is implementation ready, meaning that the design work for the policy, program, or project is complete enough that a full scope of work and budget can be included in a CPRG implementation grant application.
- The measure can be completed in the near term, meaning that all funds will be expended, and the project completed, within the five-year performance period for the CPRG implementation grants.
- The measure advances the following state priorities: <insert list of priorities>.

For each priority measure, an appendix to this PCAP provides additional details about the following information:

- An estimate of the cumulative GHG emission reductions from 2025 through 2035;
- An estimate of the cumulative GHG emission reductions from 2025 through 2050;
- Key implementing agency or agencies;
- Implementation schedule and milestones;
- Geographic scope;
- Metrics for tracking progress;
- Cost estimates for implementation;
- Co-benefits;
- Impacts on low-income and disadvantaged communities;
- Authority to implement;
- Intersection with other funding availability; and
- Workforce needs.

Table 5 summarizes <state> PCAP priority measures.

<For more information on <<state's>> plans for reducing GHG emissions, see <<insert link to pre-existing climate action plan.>>>

Commented [TT24]: EPA resources: <https://www.epa.gov/inflation-reduction-act/cprg-tools-and-technical-assistance-ghg-reduction-measures-resources-and>

Commented [TT25]: This will be state-specific.

Examples:
Significant and sustained emission reductions
Public health
Equity
Rural development
Maximizing reach
Preserving nature
Quality jobs
Attracting businesses to the state
Providing options

Commented [TT26]: Optional for PCAP, but scored component for implementation grant application

Commented [TT27]: Optional for PCAP, but scored component for implementation grant application

Commented [TT28]: Optional for PCAP, but scored component for implementation grant application

Commented [TT29]: Delete if inapplicable.

Table 5. <State> PCAP Priority Measures

Priority Measure	Cumulative GHG emission reductions (MMT CO ₂ e)		Implementing Agency or Agencies	Geographic Scope	Priority Measure Appendix
	2025-2035	2025-2050			
<Measure Description> ¹⁶			<state agency or coalition of state agencies>	<state or collection of states>	B

Commented [TT30]: Your Priority Measure Appendix can serve as your Technical Appendix required for implementation grant applications.

¹⁶ Insert reference to existing climate plan strategy if applicable. Otherwise, delete.

Benefits Analysis

The implementation of the measures included in this PCAP are anticipated to have a broad range of benefits. This section details the anticipated co-pollutant reductions associated with implementation of the priority measures identified in this PCAP <as well as air quality improvements, improved public health outcomes, economic benefits, increased climate resilience, and other environmental benefits>. In addition, this section identifies mechanisms to track, minimize, and mitigate, to the extent possible, any potential disbenefits resulting from implementation of the priority measures.

2020 Inventory for Co-Pollutants

<Lead agency> obtained emissions data from EPA's 2020 National Emissions Inventory and extracted criteria pollutant and hazardous air pollutant (HAP) emissions data to create a 2020 base county-level inventory for the sectors targeted by the priority measures included in this PCAP.¹⁷ Table 6 presents these nitrogen oxides (NOx), direct fine particulate matter (PM_{2.5}), sulfur dioxide (SO₂), volatile organic compounds (VOC), and HAP data by sector, county, and pollutant for <state>.

Table 6. 2020 <State> Criteria Pollutant and HAP Emissions Inventory by Sector, County, and Pollutant

Sector(s)/County	NOx (tons)	PM _{2.5} (tons)	SO ₂ (tons)	VOC (tons)	HAP (lbs)
<Sector(s)>					
<County Name>					
<County Name>>					
<County Name>					
State Total					
<Sector(s)>					
<County Name>					
<County Name>>					
<County Name>					
State Total					

¹⁷ https://gaftp.epa.gov/air/nei/2020/data_summaries/2020neiMar_county_tribe_allsector.zip accessed on 10/10/2023.

Commented [TT31]: This section is optional for a PCAP. However, performing this analysis will likely be helpful for implementation grant applications. See environmental results scoring criteria from NOFO.

EPA Resources: <https://www.epa.gov/inflation-reduction-act/cprg-tools-and-technical-assistance-benefits-analysis>

Delete section if not used.

Commented [TT32]: Consistent with the available data and tools provided by EPA, emissions datasets used for the co-pollutant impact analyses should be source-specific and spatially resolved to the county scale or use facility total emissions, where available. For the base year inventory of co-pollutants, any grantee can meet the minimum requirements by identifying the sources affected by the plan within the NEI and providing county total co-pollutant emissions data from these sources. For municipalities and tribes that do not conform to county boundaries, these awardees may simply select the counties that overlap and best represent their jurisdictions.

Commented [TT33]: EPA's NEI only goes back to 2005. However, the quality of the inventory has improved dramatically since then. 2020 is the most current complete data available before PCAPs are due. For large point sources, more current emissions data is available through the state environmental agency and power plant data is available on EPA's Clean Air Markets Division website.

Commented [TT34]: EPA guidance suggests using county-level data at the coarsest resolution. Facility-level data can also be used.

Commented [TT35]: CSV downloaded from EPA website (https://gaftp.epa.gov/air/nei/2020/data_summaries/2020neiMar_county_tribe_allsector.zip accessed on 10/10/2023) has been parsed using Pivot Tables to easily copy and paste into table 6 of the template. See Sector 2020 NEI_With Pivot Tables.xlsx.

In CAP Pivot sheet of Sector Data 2020 NEI_With Pivot Tables.xlsx, use the filters in the top left of the screen to filter to your state and choose the sector(s) affected by priority measures in the PCAP. You can select multiple sectors at a time and the pivot table will sum emissions for those sectors.

Co-pollutants Emission Changes from Priority Measures

Table 7 lists anticipated changes in co-pollutants for each measure. Additional details about assumptions and methods for quantification of emissions changes are included in the appendix corresponding to each measure.

Table 7. <State> Co-Pollutant Emissions Reductions Anticipated from Implementation of PCAP Priority Measures

Priority Measure	NOx (tons)	PM _{2.5} (tons)	SO ₂ (tons)	VOC (tons)	HAP (lbs)	Priority Measure Appendix
<Measure Description>						B
Total						

Commented [TT36]: This could be county-specific or facility specific. Other metrics could be used as a surrogate (e.g., electricity demand reductions for energy efficiency measures and VOC/HAPs based on methane captured for oil and gas wells.)

Projected Future Year Co-Pollutant Emissions Reductions

Table 8 lists projected future year 2030 co-pollutant emissions under a BAU scenario and PCAP scenario. <Insert where data was obtained from, when, methods used, assumptions, etc. for the BAU projections. If the change in emissions reductions isn't dependent on something like the energy mix at the time (i.e. static) then you can simply add or subtract the change in emissions for each of your measures from the BAU numbers. If the measure affects a dynamic system, such as the power sector, you will likely need to redo your emissions change calculations for the selected future year based on anticipated generation assets operating in that future year.>

Commented [TT37]: I think EPA will be developing some future year projections (2028, 2038) in support of Regional Haze planning efforts. Its early days for that platform yet. States may or may not have these emissions projections out to 2028 as part of the 2016v3 platform. I think 2030 would be a better analytical year given that they are asking for GHG emissions through 2030 and 2050. Using the same time horizon for near-term makes sense.

Table 8. <State> Future-Year Co-Pollutant Emissions under BAU and PCAP Scenarios

Scenario	NOx (tons)	PM _{2.5} (tons)	SO ₂ (tons)	VOC (tons)	HAP (lbs)
BAU					
PCAP					

Low-Income and Disadvantaged Community Analysis

The implementation of the measures included in this PCAP are anticipated to provide significant benefits to low-income and disadvantaged communities (LIDACs). This section identifies each LIDAC within the jurisdiction covered by this PCAP, how <state> meaningfully engaged with LIDACs in the development of this PCAP, and how <state> will continue to engage into the future.

Identification of and Engagement with LIDACs

<Lead Agency> identified LIDACs using the <Climate and Economic Justice Screening Tool (CEJST)>. <Lead Agency> created an engagement plan for seeking feedback on community priorities during development of this PCAP. See <<Appendix <letter number> or <Outreach and Coordination section of this PCAP>> for the engagement plan, a record of outreach activities, and a summary of input received during the engagement process. Strategies for engagement with LIDACs are summarized below:

- Online resources:
 - State CPRG webpage: <link>;
 - Email list;
 - Social media;
 - Portal for submitting ideas: <link>;
 - Community Survey: <link>;
- Community meetings across the state with options for in-person, livestream, and video conference participation;
- Targeted outreach to known community-based organizations;
- Push cards and flyers;
- Attendance at known community events to disseminate information about how to provide input; and
- Public comment period on the draft plan.

Impact of PCAP Implementation on LIDACs

Table 9 lists the LIDACs anticipated to be affected by implementation of each priority measure included in this PCAP. Anticipated benefits or potential disbenefits associated with measure implementation are summarized in this section. Specific methods and assumptions for quantitative assessment of benefits are described in the appendix associated with each priority measure.

Commented [TT38]: EPA Resources: <https://www.epa.gov/inflation-reduction-act/cprg-tools-and-technical-assistance-low-income-and-disadvantaged>

Commented [TT39]: States may also have their own tools or may use a combination of CEJST and EJScreen at the 90th percentile of any of the supplemental indices. EPA has created a map layer in EJ Screen that allows you to see both.

Commented [TT40]: These are illustrative examples. Tailor to your state's strategy.

Table 9. LIDACs Affected by Priority Measures

Priority Measure	Affected LIDAC Census Tracts	Priority Measure Appendix
<Measure Description>		B

Anticipated Benefits and Disbenefits of <Measure Description>

Commented [TT41]: Repeat header and qualitative (or quantitative) discussion for each measure.

<Insert discussion of benefits for LIDACs, examples include:>

- < Reductions in GHG, criteria pollutants, HAPs at the county-level, census tract, or source specific in identified communities>
- < Number of jobs created in identified communities>
- < Dollars spent and/or number of participants from identified communities in clean energy job training or apprenticeship programs>
- < Decreased energy costs for residents in identified communities>
- < Area of green space created for urban heat island mitigation>
- < Number of stakeholder events, participants, and/or dollars spent to engage with organizations and residents of identified communities>
- < Other qualitative descriptions>

<Insert discussion of any disbenefits for LIDACs and strategies to mitigate them, examples include:>

- < Jobs lost paired with workforce transition strategies>
- < Resistance to infrastructure development paired with strategies for outreach and appropriate siting>
- < Energy security and reliability concerns for intermittent generation assets paired with increased transmission and storage strategies>
- < Gentrification paired with strategies to combat displacement and increased cost of living for current residents of LIDACs>

<Insert discussion of how the lead agency and partners intend to continue to engage LIDACs throughout the implementation process.>

Commented [TT42]: This discussion can be used for the community engagement scoring criteria of implementation grant applications.

Review of Authority

<Lead agency> has reviewed existing statutory and regulatory authority to implement each priority measure continued in this PCAP. For any priority measure where authority must still be obtained, this section contains a schedule of milestones for actions needed by key entities (e.g, legislature, administrative agency, etc.) for obtaining any authority needed to implement such measure(s).

Commented [TT43]: Delete if no statutory/regulatory changes are needed to implement the identified measures.

Authority to Implement <Incentive measure description>

Commented [TT44]: Repeat header and discussion of authority for each measure.

<Implementing agency> is authorized under <insert statutory or regulatory authority> to <insert specifics for your state>. <Insert an explanation of how this program is consistent with authorizing statutes or regulations>

Commented [TT45]: Example.

Authority to Implement <Policy without current authority example>

<Implementing agency> is not currently authorized to implement <policy>. To implement this policy, <legislative body> will need to pass legislation to authorize implementation. Then, <implementing agency> must adopt rules to implement and enforce <policy>. <Insert state-specific strategy and timeline/milestones for achieving authority>

The Arkansas Division of Environmental Quality is authorized under A.C.A 8-4-311 to encourage voluntary cooperation by the people, municipalities, counties, industries, and others in preserving and restoring the purity of the air within the state, to represent the state in all matters pertaining to plans, procedures, or negotiations for interstate compacts in relation to air pollution control; and to cooperate with and receive moneys from the United States Government or any other source for the study and control of air pollution.

Forming a multi-state coalition to implement a financial incentive program to increase access to affordable light-duty electric vehicles is consistent with these powers provided to the agency by the Arkansas Legislative Assembly. Increasing light-duty electric vehicle access will abate air pollution within the state's jurisdiction. Nothing in state statute prohibits implementation of such a program.

Commented [TT46]: Repeat header and discussion of authority for each measure.

Intersection with Other Funding Availability

Many of the priority measures included in this PCAP expand upon or complement existing programs. <Lead agency> has explored federal and non-federal funding sources to determine whether these sources could fund each priority measure and whether such funding is sufficient to fully implement the measure. This section describes the results of this analysis for each priority measure.

Funding for <measure description>

<Describe funding need to implement the measure, provide a list of funding stream that could be used for or that complements the measure (including funding for workforce development), list the funding streams that the state is pursuing or has secured to implement the measure and associated workforce development, describe how additional implementation grant dollars are necessary to fund the measure>

Commented [TT47]: This section is optional for the PCAP. It might be useful to talk about the extent to which the lead agency can:
Demonstrate a strong need for EPA CPRG implementation funding for the priority measures;
Explain if and how other funding streams have been explored, and why these sources are not sufficient; and,
List federal and non-federal funding sources the applicant has applied for, has secured, and/or will secure to implement the GHG reduction measures, if applicable.

Commented [TT48]: Repeat header and discussion of authority for each measure.

Workforce Planning Analysis

The priority measures included in this PCAP will result in the creation of high-quality jobs for <insert state denonym>. This section details <state's> strategies and commitments to ensure job quality, strong labor standards, and a diverse, highly skilled workforce for implementation of the priority measures.

Workforce Partnerships

<Insert discussion of how the lead agency will partner with the State's commerce and/or labor agencies, local workforce development boards, etc. to align workforce funding priorities with areas of growth anticipated because of PCAP priority measures implementation.>

<Insert discussion of how the lead agency pursued other partnerships with businesses and employers, labor unions, community-based organizations, economic development organizations, local community colleges, Minority-Serving institutions and similar organizations.>

Anticipated Labor Changes

<Considering investments anticipated because of PCAP implementation, describe the types of jobs that will be created and forecast the number of jobs that will be created and in which sectors. What types of skills will be needed to do these jobs? You can use the career maps that DOE has developed to identify jobs needed and skills: [Map a Career in Clean Energy | Department of Energy](#). What training pathways exist or need to be developed? See [Registered Apprenticeship Program | Apprenticeship.gov](#). Will any jobs be lost or displaced? What strategies will the state and partners explore to connect workers to re-skilling opportunities?>

Strengths, Risks, and Opportunities

<Describe your state's strengths and opportunities for improvement as it relates to connecting PCAP investments to good jobs and meeting state labor demands. See [WorkforceGPS - Guide to State and Local Workforce Data](#) or contact your state's commerce or labor agency for information. What are existing best practices that could be scaled? Where might demand for jobs outstrip existing training capacity?>

Commented [TT49]: Optional for PCAP

Subheadings and suggestions developed from EPA Workforce Analysis guidance: [Workforce Planning Analysis Guidelines_20230331.pdf \(epa.gov\)](#)

EPA provides a list of workforce development resources at <https://www.epa.gov/inflation-reduction-act/cprg-tools-and-technical-assistance-workforce-planning-analysis>. A few examples of how one might use these resources are presented in this section.

Commented [TT50]: Are there specific workforce development programs that state or local workforce agencies are pursuing that align with the anticipated workforce needs resulting from implementation of the priority measures? Is there a mechanism in place to ensure cross-communication among their stakeholders and yours on this issue? Are there any additional workforce development funding streams that your state or local workforce agencies may wish to pursue in response to this PCAP?

Commented [TT51]: Are there collaboration opportunities to scale training programs, sector-based strategies, and innovative approaches to connecting workers to jobs in fields that may emerge as a result of PCAP implementation?

Are new training curricula needed? Which institutions are interested in developing and teaching such curricula?

For each opportunity for improvement, discuss actionable strategies that the state and its partners could implement. DOL has developed a list of workforce strategies and how to ensure that jobs created are high quality that could be used: [Workforce Development Solutions | U.S. Department of Labor \(dol.gov\)](#) and [GOOD JOBS IN FEDERAL INVESTMENTS: A TOOLKIT FOR EMPLOYERS, WORKERS, AND GOVERNMENT \(dol.gov\)](#)>

Equity and Underserved Communities

<Describe barriers that underserved communities face in your state to workforce opportunities related to the priority measures in your PCAP. What strategies might the state and partners explore for ensuring equitable access to training and job opportunities? Examples: connecting residents of underserved communities with American Job Centers (locations available at [American Job Center Finder | CareerOneStop](#)), implement strategies from [WorkforceGPS - Career Pathways Toolkit: An Enhanced Guide and Workbook for System Development](#).>

Messaging Opportunities

<Describe strategies for expanding awareness about the benefits to local communities that will result from jobs created through investment in PCAP priority measures. Are there local businesses making significant investments in climate and sustainability? How can the state help to highlight best practices and scalable opportunities? How can the state work to attract new businesses making investments that align with this PCAP?>

Workforce Funding Needs

<Describe the capacity needed and a budget for staff or contract support needed to support workforce planning activities in support of PCAP implementation. What specific activities might you implement based on the strategies discussed above? Create a list of activities and a budget for personnel, supplies, contract support, etc. associated with implementing those activities.>

Table 10. Workforce Planning Budget

Commented [TT52]: Add or remove line items as appropriate based on your state's planned activities.

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Personnel						
1 FTE, <Job Title> @ \$<#>						
2 FTE, <Job Title> @ \$<#>						
TOTAL PERSONNEL						
Fringe Benefits						
1 FTE, <Job Title> @ \$<#>						
2 FTE, <Job Title> @ \$<#>						
TOTAL FRINGE BENEFITS						
Travel						
Local Mileage						
<x> mi/mo @ \$.54/mi x 12 mo						
TOTAL TRAVEL						
Equipment						
<items exceeding \$5000>						
TOTAL EQUIPMENT						
Supplies						
Office and related supplies						
TOTAL SUPPLIES						
Contractual						
Contractor support						
Translation Services						
TOTAL CONTRACTUAL						
Other						
Postage						
Printing and Publication Fees						
Participant support costs						
TOTAL OTHER						
Indirect Charges						
Federal Negotiated Indirect						
Cost Rate = <%>						
(Indirect Rate x Personnel =						
Indirect Costs)						
TOTAL INDIRECT						
TOTAL FUNDING						

Coordination and Outreach

<Lead agency> conducted extensive intergovernmental coordination and outreach in the development of this PCAP. This section describes the framework <lead agency> used to support robust and meaningful engagement strategies to ensure comprehensive stakeholder representation and overcome obstacles to engagement, including linguistic, cultural, institutional, geographic, and other barriers.

Identification of Stakeholders

<Lead agency> identified stakeholders representative of the entities, groups, and individuals who may be impacted by implementation of this PCAP. Stakeholders included, without limitation:

- Other state agencies;
- Metropolitan planning organizations;
- Economic development organizations;
- Environmental advocates;
- Industrial associations;
- Automotive associations;
- Utilities;
- Agricultural associations;
- Waste management organizations;
- Industrial organizations;
- Consumer advocates;
- Local elected officials;
- Community-based organizations;
- Chambers of commerce;
- Other interested organizations; and
- Residents of <state>.

To identify stakeholders, <lead agency> contacted local elected officials, community organizations, and advocacy organizations known to be interested in clean energy infrastructure and practices. The list of identified stakeholders as of the publication of this PCAP is included in Appendix <letter>. <Lead agency> will update this list of stakeholders as needed.

Commented [TT53]: This could be a spreadsheet with contacts and the organization/organization type that they represent.

Interagency and Intergovernmental Coordination

<Describe the process the lead agency used to coordinate with other appropriate agencies and offices within state government and involve municipalities, tribes, and other organizations in plan development. Were any subawards issued? What were the roles of any subawardees and other cooperating agencies in this process?>

Commented [TT54]: This was a requirement of the planning grant application. You can pull from there and modify and expand to detail what you actually did.

Outreach Plan

<Insert description of state-specific intergovernmental coordination efforts, stakeholder engagement, and identification and meaningful engagement with LIDACs.>

Commented [TT55]: If you have an engagement plan, this might be a good place to stick it or simply recap what you did here and then refer to the Engagement Plan as an appendix.

Strategies to Overcome Linguistic, Cultural, Institutional, Geographic, and Other Barriers to Participation

<Insert description of state strategies and resources such as Limited English Proficiency Plans; translation services; accessibility of resources (webpage, email lists, news releases, newspaper publications, social media, public meeting recordings or summaries, livestream, video conferencing, etc.); and meeting location choice; etc. Where can documentation of these resources be found?>

Outreach and Coordination Documentation

Table 11 provides a log of interagency and intergovernmental coordination and stakeholder and public engagement efforts associated with development of this PCAP. Meeting and outreach materials and resources are available at <link>.

Commented [TT56]: Table 11 could also be a sheet in your spreadsheet of identified stakeholders or an interactive data platform (e.g. Microsoft Lists, AirTable, Tableau, etc.)

Table 11. Outreach and Coordination Log

Date	Topic	Organizations Involved	Coordination/Outreach Method	Location	Outcome(s) and Next Steps	Notes/Links
			<In-person, zoom, livestream, flyer, etc.>			

Commented [TT57]: Links could include direct links to meeting materials, live stream, media posts, etc.

Conclusion

This PCAP is the first deliverable under the CPRG planning grant awarded to < lead agency>. <Lead agency> and its partners will continue planning, engagement, and action to reduce emissions; invest in sustainable infrastructure, technologies, and practices; build our economy; and enhance the quality of life for all <insert state demonym>. In 2025, <lead agency> will publish a comprehensive climate action plan (CCAP) that establishes equitable and sustainable economic development strategies that reduce emissions across all sectors. The CCAP will include near- and long-term emissions projections, a suite of emission reduction measures, a robust analysis of measure benefits, plans to leverage federal funding, and a workforce planning analysis. In 2027, <lead agency> will publish a status report that details implementation progress for measures included in the PCAP and CCAP, any relevant updates to PCAP and CCAP analyses, and next steps and future budget and staffing needs to continue implementation of CCAP measures.

If you have questions about this PCAP or suggestions for the upcoming CCAP and status report, contact <insert name> at <insert email address>.

Commented [TT58]: Section added per request, not required

Commented [TT59]: E.g., Arkansans, Michiganders, New Yorkers, Hoosier, Wisconsinite, etc.

CSV downloaded from EPA website

(https://gaftp.epa.gov/air/nei/2020/data_summaries/2020neiMar_county_tribe_allsector.zip accessed on 10/10/2023) has been parsed using Pivot Tables to easily copy and paste into table 6 of the template. See Sector 2020 NEI_With Pivot Tables.xlsx.

In CAP Pivot sheet of Sector Data 2020 NEI_ With Pivot Tables.xlsx, use the filters in the top left of the screen to filter to your state and choose the sector(s) affected by priority measures in the PCAP. You can select multiple sectors at a time and the pivot table will sum emissions for those sectors.

For example, a measure for accelerating adoption of light duty electric vehicles by providing down-payment assistance would affect the following sectors:

Mobile -Onroad Diesel light-duty vehicles

Mobile - Onroad non-Diesel light-duty vehicles

Copy and paste sums for each county in which the state intends to implement the measure and the grand total for the state into the table.

Repeat with HAP pivot table for the HAP column