Climate Adaptation Plan
DRAFT WORK PLAN
January 3, 2020

Project Phase	Tasks	Suggested Lead(s)	Done?	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21
				Timeline																								
Phase I - Project Definition and Initiation																												
	Assemble project team	Council	✓																									
	Identify desired project outcomes (mission)	Committee	✓																									
	Define priority hazards, assets, and resilience goals	Council																										
	Define data source(s) and reliability, and data gaps for priority hazards & assets	Staff																										
	Identify & make contact with community organizations to engage with for information sharing and coordination	Committee																										
	Identify & make contact with regional partners to engage with for information and coordination	Council																										
	Identify sources of support & timing of support where applicable (e.g. grants)	Staff*																										
	Council Update on priority hazards, assets, and partners	Council																										
Phase II - Assess Vulnerability																												
	Describe historical hazard events, impacts, and identified vulnerabilities	Committee/staff*																										
	Finalize list of climate effects of most concern	Council*																										
	Finalize list of most sensitive populations and assets	Committee*																										
	Evaluate climate change projections for priority effects and impacts of greatest concern	Staff*																										
	Adaptive capacity and existing resources: develop matrix of existing community resources and policies that provide adaptation capacity	Council/staff																										
	Develop Vulnerability Scores for potential impacts and adaptive capacity	Committee*																										
	Council Update on Vulnerability Scoring	Council																										
	Engagement and Outreach: workshops to gather feedback on local vulnerabilities and strengths, community priorities	Staff*																										
Phase III - Define Adaptation Strategies																												
	Confirm project outcomes and resilience goals	Council																										
	Assemble draft adaptation strategies	Staff*																										
	Review and prioritize strategies	Committee																										
	Council Review of Prioritized Strategies	Council																										
	Engagement and Outreach: workshops to develop and gather feedback on proposed strategies	Staff*																										
Phase IV - Adaptation Plan																												
	Assemble Climate Adaptation Plan Report	Staff*																										
	Review and Finalize Report	Staff*																										
	Council Review and Adoption of the Plan	Council																										