Climate Change Adaptation Planning Checklist

Getting Started
___ Initial scoping/decisions (focus, who to involve, technical assistance needs, budget, etc.)
___ Build and maintain support with tribal leadership and community (outreach/ education)
___ Seek tribal council approval of resolution supporting the climate change adaptation initiative
___ Create climate change planning team and select team leader (point person)
___ Hold workshop for planning team to get everyone on board
___ Establish vision and guiding principles
___ Develop tribe’s adaptation planning guide that outlines the goals, process, schedule, responsibilities, and products of the climate change adaptation initiative
___ Form partnerships (within tribes and with other organizations/agencies)
___ Seek funding to support the climate change initiative

Impact and Vulnerability Assessments
___ Gather relevant data, reach out to experts re: observed and projected changes in climate
   (develop climate change scenarios based on available information)
___ Identify/characterize current and projected impacts on sectors/planning areas of interest
___ Assess vulnerabilities of those sectors/planning areas to climate change impacts

Risks and priorities
___ Assess risks to those sectors/planning areas
___ Prioritize sectors/planning areas for development of adaptation strategies

Adaptation Strategies: Goals and Actions
___ Develop goals for adaptation for the higher priority sectors and planning areas
___ Develop, assess, and select adaptation actions to achieve those goals

Write and Integrate Adaptation Plan
___ Write adaptation plan, provide draft for review by others, finalize plan
___ Seek tribal council approval of climate change adaptation plan
___ Integrate the plan ("mainstream") into other management/planning activities and documents
Implement Plan

___ Identify feasible first steps
___ Build leadership and community support
___ Build partnerships for implementing adaptation actions
___ Secure funding; be ready for “windows of opportunity”
___ Ensure you have the right implementation tools
___ Implement adaptation actions

Measure your progress and update your plan

___ Track progress in implementing adaptation actions and attaining goals; evaluate effectiveness of adaptation actions (such as annually)
___ Continue monitoring changes in climate and its impacts and regularly review basic assumptions (such as annually)
___ Update adaptation plan as circumstances change and/or as new data or information becomes available (such as every 5 years)