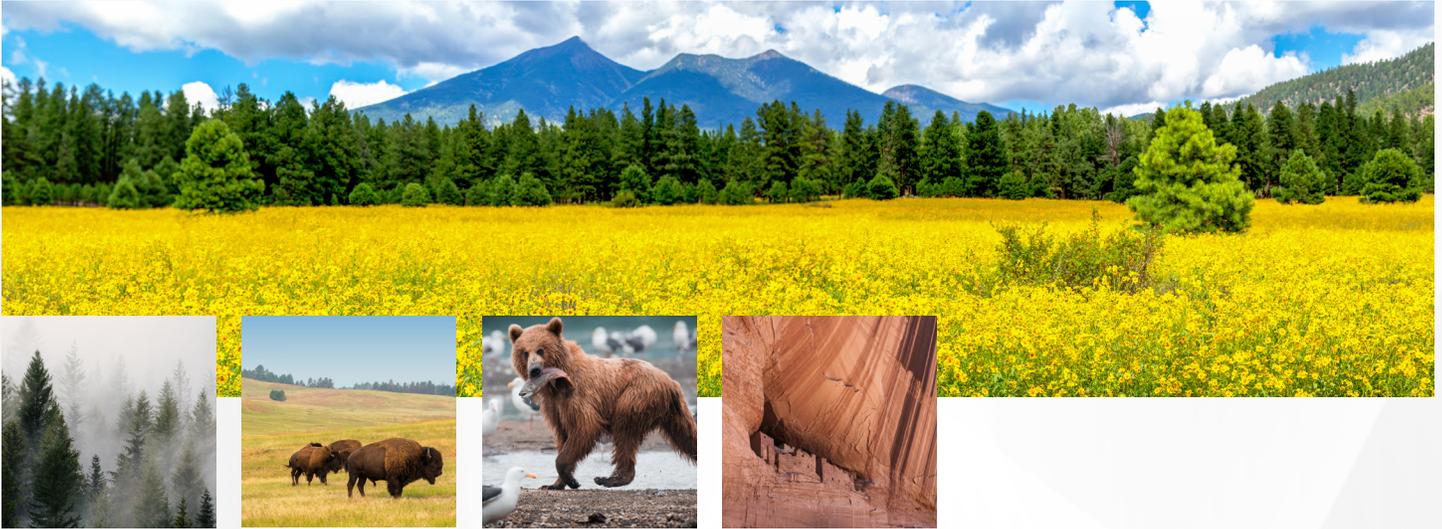


# Tribal Climate Change Adaptation Plan Template



**Institute for Tribal Environmental Professionals**



**Version 3.0**

# Tribal Climate Change Adaptation Plan Template

## Using the ITEP Tribal Climate Change Adaptation Plan Template

The Institute for Tribal Environmental Professionals (ITEP) designed this template to assist tribal governments in drafting a climate change adaptation plan. The template is intended to be used for organizing and presenting information but is not meant to create a “one-size-fits-all” plan. Each tribe will have unique needs and approaches to planning for climate change and may want to modify this template. It is assumed that the tribe has already gone through the climate change planning process and is now ready to write the plan. This template is part of ITEP’s Tribal Climate Change Adaptation Planning Toolkit, a collection of templates and other resources developed by ITEP to assist tribes in their climate change adaptation planning process. ITEP’s Toolkit is available at: [http://www4.nau.edu/tribalclimatechange/resources/res\\_aptkit.asp](http://www4.nau.edu/tribalclimatechange/resources/res_aptkit.asp).

### ***Before using this template and writing the adaptation plan, you should have:***

- » Received the tribal council’s support of this climate change planning effort. This might be in the form of a tribal proclamation, resolution or declaration.
- » Created a climate change planning team that is leading this planning effort.
- » Engaged the tribal community in the planning process.
- » Conducted climate change impact, vulnerability and risk assessments.
- » Identified, evaluated and selected goals and actions to prepare for climate change impacts.

### **As you write the plan, keep in mind:**

The template can be used for a high-level, risk-based strategic climate change adaptation plan addressing multiple sectors, or modified for a plan focusing on just a few key planning areas. The template is intended to help you get started in writing the plan, and you should modify the structure and content to best meet your needs. The length of the plan may vary depending on the needs, resources, etc. of the tribe.

The plan should be clear and concise. It should be easy to read and understandable by tribal council members, tribal government staff, and community members. You should get the tribal council’s approval of the final plan before implementing the proposed actions.

### **Guidelines and Suggestions**

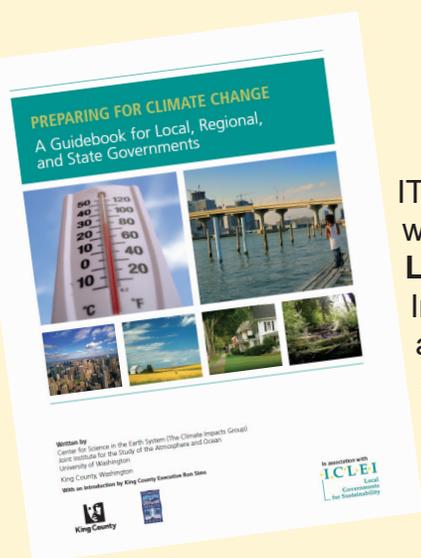
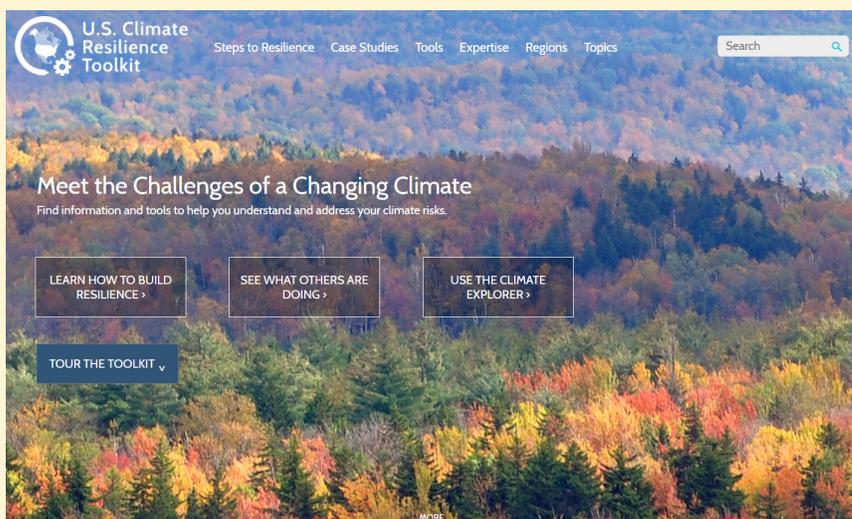
The **YELLOW** boxes  of this template provide **Guidelines** and **Suggestions** for writing the plan. The **BLUE** boxes  provide **Key Terms** and **Additional Resources** that may be helpful and pertinent to the section. You should **DELETE** these boxes when you generate the final version of your plan.

The **[bracketed, red]** text indicates places where you should enter text or other information.

## If you haven't started the planning process:

A number of guidebooks and resources have been developed by different organizations and agencies that provide frameworks and tools for climate change assessment and adaptation planning.

A place to get started is the **U.S. Climate Resilience Toolkit** (see image below). This website provides an introduction to adaptation planning and includes links to case studies, tools, information, and expertise to help people manage their climate-related risks and opportunities and improve their resilience to extreme events. <http://toolkit.climate.gov/>



ITEP's template for an adaptation plan is structured around the framework presented in **Preparing for Climate Change: A Guidebook for Local, Regional, and State Governments**, developed by the Climate Impacts Group, ICLEI, and King County, WA. The guidebook provides a framework for adaptation planning and outlines and explains the steps for developing a high-level, risk-based strategic adaptation plan. You may want to modify the process to meet the objectives and needs of your project. September 2007. <http://cse.washington.edu/cig/fpt/guidebook.shtml>

We recommend that you review different guidebooks before embarking on a climate change planning initiative with your tribe. There are many available guidebooks, some of which provide frameworks similar to the *Preparing for Climate Change* guidebook, and others have a focus on a particular region of the U.S. or sector, such as water resources or fish and wildlife. There are similarities and differences, and you may find a different guidebook that is a better fit for your planning project. For other guidebooks and planning resources, see the list of Guides and Tools for Adaptation Planning that is part of ITEP's Toolkit, and also see Additional Resources below.

We also recommend that you review climate change adaptation plans that have been developed by tribes, states and local governments. A list of available tribal climate change assessments and adaptation plans is included in ITEP's Toolkit. You may also want to visit ITEP's Tribes and Climate Change website which features over forty tribal profiles (case studies) of tribes that have been addressing climate change through climate change mitigation and adaptation.

ITEP developed a Template: *Tribal Climate Change Adaptation Planning Guide* that can be used by tribes to develop a brief guide for their climate change adaptation planning initiative that will define the goals, process, schedule, participants, responsibilities, and products of the adaptation planning initiative. The primary users of the guide will be the tribe's climate change working group. The template is part of ITEP's Toolkit.

## **Acknowledgements**

ITEP gives special thanks to the individuals who reviewed drafts of the Version 1.0 and 2.0 of these templates and provided valuable feedback and suggestions, and to the U.S. Environmental Protection Agency for providing financial support for initial versions. Additionally, Version 3.0 of the template provides updated information, resources, and links with funding from the Bureau of Indian Affairs (BIA) Tribal Resilience Program.

## **Feedback**

We encourage users of this template to provide feedback to ITEP. We want to make this template as useful to tribes as possible and welcome suggestions for improvements. Please send comments and suggestions to:

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Institute for Tribal Environmental Professionals  
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## **Additional Resources**

### ***Preparing for Climate Change: A Guidebook for Local, Regional, and State Governments***

Developed by the Climate Impacts Group, ICLEI, and King County, WA. 2007.

<http://cses.washington.edu/cig/fpt/guidebook.shtml>

### ***Mindmap: Guides and Tools for Climate Change Adaptation Planning*** (ITEP)

Links to available guides, tools and other resources that may be of use in the assessment and planning process. Part of the Institute for Tribal Environmental Professionals (ITEP) Toolkit.

<http://www7.nau.edu/itep/main/tcc/Mindmap/Index>

### ***Tribal Climate Change Assessments and Adaptation Plans*** (ITEP)

Links to available tribal climate change assessments and adaptation plans. Part of the Institute for Tribal Environmental Professionals (ITEP) Toolkit.

[http://www7.nau.edu/itep/main/tcc/docs/resources/9\\_TribalCCAssmtsAdaptationPlans\\_list-Oct19v2.pdf](http://www7.nau.edu/itep/main/tcc/docs/resources/9_TribalCCAssmtsAdaptationPlans_list-Oct19v2.pdf)

### ***Climate Adaptation Knowledge Exchange (CAKE)*** (EcoAdapt)

Case studies, resources library, a community forum, a directory of individuals and organizations with adaptation knowledge, and tools section. <http://www.cakex.org/>

### ***Adaptation Clearinghouse*** (Georgetown Climate Center)

Links to resources, expert organizations, assessments and state and local adaptation plans.

<http://www.georgetownclimate.org/adaptation/clearinghouse>

### ***State and Local Climate Adaptation Plans*** (Center for Climate and Energy Solutions)

<http://www.c2es.org/us-states-regions/policy-maps/adaptation>

### ***Guidelines for Considering Traditional Knowledges (TKs) in Climate Change Initiatives***

(Climate and Traditional Knowledges Workgroup)

Framework to increase understanding of issues relating to access and protection of TKs in climate initiatives and interactions between holders of TKs and non-tribal partners.

<http://climatetkw.wordpress.com/>

### ***Tribes & Climate Change website*** (ITEP)

The Institute for Tribal Environmental Professionals developed this website as resource for tribes.

Links to tribal profiles (case studies), resources for adaptation planning, funding opportunities, upcoming events, and much more. <http://www7.nau.edu/itep/main/tcc/Home/>

### ***Tribal Climate Change Newsletter*** (ITEP)

Monthly electronic newsletter includes news items, resources, funding opportunities and upcoming events, and other information relevant to tribal climate change issues, including climate change adaptation planning. Send an email to [Nikki.Coolley@nau.edu](mailto:Nikki.Coolley@nau.edu) to be added to the distribution list.

# Tribal Council Commitment

## Guidelines and Suggestions

This section should be a statement of the tribal council's approval and support of this climate change adaptation plan. It should be clear and concise and highlight the plan's relevance to the tribe and the importance of implementing the actions outlined in the plan.

The statement should include how the plan will be used, and it should give the tribal council's commitment that planning for climate change will be an ongoing process.

If the tribal council passed declarations, proclamations or resolutions in support of the climate change initiative and this adaptation plan, you might include these here or in the Appendix.

[insert text]

## Additional Resources

### Template: Tribal Resolution for a Climate Change Adaptation Initiative

This template can serve as a model on which tribes can base their own tribal council resolution for a climate change adaptation initiative. Part of the Institute for Tribal Environmental Professionals (ITEP) Toolkit.

<http://www7.nau.edu/itep/main/tcc/Resources/adaptation>

### EXAMPLE proclamations/resolutions in support of a climate change initiative:

Proclamation of the Swinomish Indian Senate on a Swinomish Climate Change Initiative (Swinomish Indian Tribal Community)

[http://www.swinomish-nsn.gov/climate\\_change/Docs/Swinomish%20Climate%20Change%20Proclamation.pdf](http://www.swinomish-nsn.gov/climate_change/Docs/Swinomish%20Climate%20Change%20Proclamation.pdf)

*Climate Change Strategic Plan* (Confederated Salish and Kootenai Tribes)

See pages i-iii for resolution and proclamation.

<http://www.csktribes.org/CSKTClimatePlan.pdf>

# Table of Contents

## Guidelines and Suggestions

Create the Table of Contents AFTER you have written the plan. You can generate a Table of Content using your word processing program. If you are using Microsoft Word, go to the References tab. To learn how to use this feature, search in Microsoft Word Help (?).

[delete example Table of Contents below; insert Table of Contents following directions for your word processing program.]

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# Acknowledgments

## Guidelines and Suggestions

Acknowledge sources of funding that supported the development of this adaption plan. Acknowledge contributions of key individuals involved in the plan development. This should include members of the tribe's climate change planning team, and might also include other people in the tribal government, tribal community, outside organizations, universities and governmental agencies who participated in the development of this plan.

This project received financial support from [insert source of funding].

Many people participated in the development and preparation of this plan. The [insert tribe's name] would like to acknowledge contributions of the following individuals:

[insert tribe's name]

Staff Climate Change Planning Team:

[list staff members who were on the Climate Change Planning Team; include name, position, department]

Additional Contributions/Review:

[list other staff members who contributed to the project; include name, position, department]

Special thanks also to the following groups and individuals for their dedicated participation:

[list other people who contributed to the project who are from organizations and agencies outside of tribe; include name, position, department, organization/agency that they work for]

# List of Figures

## Guidelines and Suggestions

List all Figures that appear in this document; include figure number, caption, and page number. Create the list of figures AFTER you have written the plan. You can generate a list of figures using your word processing program. If you are using Microsoft Word, go to the References tab. To learn how to use this feature, search in Microsoft Word Help (?).

[insert List of Figures following directions for your word-processing program.]

# List of Tables

## Guidelines and Suggestions

List all Tables that appear in this document; include table number, name of table, and page number. Create the list of tables after you have written the plan. You can generate a list of figures using your word processing program. If you are using Microsoft Word, go to the References tab. To learn how to use this feature, search in Microsoft Word Help (?).

[insert List of Tables following directions for your word processing program.]

# Executive Summary

## Guidelines and Suggestions

Write this section AFTER you've written everything else in the plan.

Use this section to provide an overview of the project and to highlight key findings.

Include the following:

- **Planning Process**

Brief overview of the project, including why the tribe went through the climate change planning process (include vision of building tribal community resiliency); key partners; and processes that the tribe's climate change planning team used for assessing impacts, vulnerabilities and risks, prioritizing planning areas, and developing and evaluating goals and actions for preparing for climate change. Summarize the time line and stakeholders engaged in the planning process, as well as any forums held to gather information or present proposed actions. State that the adaptation goals and actions in this plan took into consideration emissions of greenhouse gases (i.e., adaptation was not considered in isolation from mitigation). You might want to keep the description of the planning process brief and provide more details in the Appendix.

- **Action Recommendations**

Summary of the major potential impacts and recommended goals and actions to address those impacts. Organize by sector, and within each sector list impacts and recommended actions.

- **Implementation of Plan**

Overview of how this plan will be implemented and used as part of an ongoing and evolving process to plan and prepare for climate change. The plan should be regularly revisited and modified as priorities and needs of the tribe change and new information regarding the climate science and impacts becomes available. Stress the importance of monitoring and measuring the tribe's progress in implementing the adaptation actions and identifying whether these are helping the tribe meet its goals regarding climate change preparedness; reviewing the basic assumptions that were made during the planning process; and updating the plan regularly.

[insert text]

## Key Terms

**Resilience:** ability of a social or ecological system to absorb disturbances while retaining the same basic structure and ways of functioning, the capacity for self-organization, and the capacity to absorb stress and change

**Sector:** general grouping used to describe any resource, ecological system, species, management area, etc. that may be affected by climate change. For example, Transportation, Utilities, Water Resources, Forest Resources, Human Health, or Cultural Resources and Traditions.

# Key Terms

## Guidelines and Suggestions

This section provides definitions of terms that may be unknown or confusing to readers of this plan. The list below provides some examples. You may want to modify the provided list—delete terms, add terms, etc.

**Adaptation (climate change):** actions in response to actual or expected climate change and its effects, that lessen harm or exploit beneficial opportunities. It includes reducing the vulnerability of people, places, and ecosystems to the impacts of climate change.

**Adaptation Actions:** actions or activities that the tribe could take to achieve its climate change adaptation or preparedness goals.

**Adaptation Goals:** what the tribe wants to accomplish in the priority planning areas through adaptation or preparedness actions.

**Adaptive Capacity:** the ability of a system to accommodate or respond to the changes in climate with minimum disruption or cost. Generally, systems that have high adaptive capacities are better able to deal with climate change.

**Climate:** the “average weather” generally over a period of three decades. Measures of climate include temperature, precipitation, and wind.

**Climate Change:** any significant change in measures of climate (such as temperature, precipitation, or wind) lasting for an extended period of time (decades or longer). Climate change may result from natural factors and processes and from human activities that change the atmosphere’s composition and land surface.

**Exposure:** The presence of people, assets, and ecosystems in places where they could be adversely affected by hazards.

**Global Warming:** average increase in the temperature of the atmosphere, which can contribute to changes in global climate patterns. Global warming can occur from a variety of causes, both natural and human induced.

**Greenhouse Gas (GHG):** any gas that absorbs infrared radiation in the atmosphere; examples include carbon dioxide, methane, nitrous oxide, ozone, and water vapor.

**Mitigation (climate change):** actions that reduce the levels of greenhouse gases in the atmosphere; includes reducing emissions of greenhouse gases and enhancing sinks (things that absorb more greenhouse gases than they emit). Examples include switching to renewable energy sources and implementing energy efficiency measures.

**Planning Area:** this is an area in which the tribal government manages, plans, or makes policy affecting the services and activities associated with built, human, and natural systems. For example, within the sector Utilities, you might have planning areas of Water and Electricity.

**Priority planning areas:** planning areas of particular importance to the tribal government or community which are vulnerable to climate change impacts.

**Resilience:** ability of a social or ecological system to absorb disturbances while retaining the same basic structure and ways of functioning, the capacity for self-organization, and the capacity to absorb stress and change.

**Risk:** Risk= Consequence of an impact X Probability or likelihood that the impact will happen.

**Sector:** general grouping used to describe any resource, ecological system, species, management area, etc. that may be affected by climate change. For example, Transportation, Utilities, Water Resources, Forest Resources, Human Health, or Cultural Resources and Traditions.

**Sensitivity:** how much a system is directly or indirectly affected by changes in climate conditions (e.g., temperature and precipitation) or specific climate change impacts (e.g., sea level rise, increased water temperature). If a system is likely to be affected as a result of projected climate change, it should be considered sensitive to climate change.

**Vulnerability:** the susceptibility of a system to harm from climate change impacts. It's a function of how sensitive the system is to climate and the adaptive capacity of the system to respond to such changes. Generally, systems that are sensitive to climate and less able to adapt to changes are considered to be vulnerable to climate change impacts.

## Additional Resources

The following websites provide glossaries of climate change terms:

- U.S. Climate Resilience Toolkit: <http://toolkit.climate.gov/>
- Intergovernmental Panel on Climate Change (IPCC) <https://www.ipcc.ch/report/srccl/>
- Center for Climate and Energy Solutions: <https://www.c2es.org/category/climate-basics/>
- U.S. Environmental Protection Agency: <http://www.epa.gov/climatechange/glossary.html>
- Preparing for Climate Change: A Guidebook for Local, Regional, and State Governments (Climate Impacts Group and King County, WA): <https://cig.uw.edu/resources/tribal-vulnerability-assessment-resources/>

# 1. Introduction

## 1.1 General Characteristics and History of the *[insert Tribe's name]*

### Guidelines and Suggestions

This section provides an overview of the general characteristics and history of the tribe. Include:

- Location—definition of tribal lands (Reservation, Trust land, traditional hunting and fishing areas, Treaty defined area, etc.). You might include maps, either here or in the Appendix.
- History of tribe, include traditional ways of life
- History of reservation, treaties
- Growth trends over time: population and enrollment, housing, poverty, socioeconomic data
- Current land use, important tribal enterprises, transportation
- Important cultural traditions and associated natural resources, and important cultural sites
- Importance of traditional knowledge, especially in context of climate change, as a source of valuable insights into how to respond to challenges posed by climate change
- If you conducted interviews with tribal members about their perceptions of climate change and adaptation, you might include a summary of the interviews here and provide more detail in the Appendix. Note: before sharing traditional knowledge in your written documents such as this plan, please understand the potential risks and ensure that you have permissions from the appropriate people.

*[insert text]*

### Additional Resources

#### Guidelines for Considering Traditional Knowledges (TKs) in Climate Change Initiatives (Climate and Traditional Knowledges Workgroup)

Framework to increase understanding of issues relating to access and protection of TKs in climate initiatives and interactions between holders of TKs and non-tribal partners.

<http://climatetkw.wordpress.com/>

## 1.2 Why *[insert Tribe's name]* is Planning for Climate Change

### Guidelines and Suggestions

This section of the plan outlines the case for action by the tribe and provides an understanding of the intended outcomes.

Include the following:

- **Threat posed by climate change**

Discuss the threat that climate change poses to the tribe, the tribe's cultural and natural resources, traditions, way of life, and connections to the land.

- **Tribe's Commitment to Planning**

Briefly discuss the tribe's commitment to planning for the impacts of climate change, and the priority being placed on adapting to the impacts, and how that contributes to the tribe's vision and strategic goals. Include any other climate change initiatives and projects that the tribe is already undertaking.

- **Reason for Planning**

Explain why the tribe went through the planning process – describe overarching vision for this project and goals towards which the tribal staff and community worked throughout the planning process. Visions could be things such as increasing the tribe's adaptive capacity, decreasing the vulnerability of the tribe and its lands to climate change impacts, desire to be proactive rather than reactive in the face of climate change impacts, building tribal community resiliency, etc. Goals could be things such as developing an adaptation plan that recommends strategies for preparing for climate change impacts, or ensuring that the impacts of climate change are factored into all planning decisions made by the tribe.

*[insert text]*

### Additional Resources

*Preparing for Climate Change* guidebook, Chapter 3 “The Case for Governments to Prepare for Climate Change”, and Chapter 10, Section 10.1 “Establish Vision and Guiding Principles for a Climate Resilient Community”

<http://cses.washington.edu/cig/fpt/guidebook.shtml>

### 1.3 Planning in a Regional Context

#### **Guidelines and Suggestions**

There may be other climate change initiatives being undertaken in your region, for example, by nearby tribes, towns and cities, counties, or even more broadly at the state level. It may help to coordinate your tribe's efforts with those being done by others. Being part of coordinated regional planning and action may benefit your tribe when conducting efforts that might otherwise be cost-prohibitive or untenable by the tribe. In particular, climate change impact assessments conducted at a state or regional level may result in useful baseline data and mapping resources for a tribal impact assessment. Furthermore, engaging in regional climate change efforts may also result in valuable partnerships and additional resources to use in a tribal planning effort. Your tribe may already have existing partnerships or legal agreements that could be built or drawn upon.

This section should briefly describe other climate change adaptation initiatives in your region. For each initiative, include who's leading the effort, the primary goal of the initiative, what parts of the initiative (if any) might be of use to your tribe, and/or how your tribe has engaged with the initiative.

[insert text]

## 2. Climate Change Impacts

### 2.1 Climate Change and its Impacts in *[insert geographic region where tribe is located, such as the Southwest]*

#### Guidelines and Suggestions

This section gives an overview of how climate has changed and is projected to change in your region and the associated impacts of climate change.

Describe the changes in climate that have already been documented, and how the climate is projected to change in your region, such as (but not limited to) changes in temperature and precipitation, timing of spring melting of snowpack, frequency/severity of extreme weather events, # frost days, heat waves, etc. Describe the impacts that are occurring now and are projected for your region.

You can find information about how climate has changed and projections for the future from a variety of sources, including national and regional climate assessments.

*[insert text]*

#### Additional Resources

*Preparing for Climate Change* guidebook, Chapter 2: “A Scientific Overview of Climate Change and its Impacts”, and Chapter 4: “Scope the Climate Change Impacts to Your Major Sectors”  
<http://cses.washington.edu/cig/fpt/guidebook.shtml>

#### **Fourth National Climate Assessment: Volume II: Impacts, Risks, & Adaptation in the US**

This is an interactive website that included sections on Our Changing Climate, Sectors, Regions and Response Strategies.

<https://nca2018.globalchange.gov>

## 2.2 Climate Change Impacts on Tribe

### Guidelines and Suggestions

This section provides a summary of the current and potential impacts of climate change on your tribe. Here you should describe impacts that are more specific to your tribe than the impacts given in the regional overview in the previous section.

Provide a brief overview of the climate change impacts that are currently being experienced as well as those that you've identified as potential impacts. In this section, focus on the impacts, associated sectors, and planning areas that are a priority for your tribe. This information will come from the impact assessment your tribe conducted. How comprehensive the impact assessment was will vary from tribe to tribe and will depend on a number of factors, including staff time and funding for the planning process, goals for this plan, etc. It may be quite limited or could be quite comprehensive. If the impact assessment was comprehensive, you may choose to present results from the assessment in a separate report and provide a summary of the impact assessment in this plan.

If appropriate, include traditional knowledge—observations that have been made by tribal elders of how climate has changed. During the planning process you should have fostered a process within your tribe that makes it possible to gather traditional knowledge and include it in this plan. Note: before sharing traditional knowledge in your written documents such as this plan, please understand the potential risks and ensure that you have permissions from the appropriate people.

Identify which planning areas this plan is focusing on and why these areas are a priority for planning.

You might organize this section into three general categories: Built Environment, Natural Environment, and Social Environment, and within each category, list pertinent sectors and planning areas that are being impacted by climate change and that have been identified as a priority for planning.

You should include a table that provides more detail, either here or in the Appendix. In the table, you might include, for each planning area, the potential impacts, impact extent (geographically), estimated impact timeframe, probability of impact/confidence. For examples of tables, see the Swinomish Tribe's climate change impact assessment and the *Preparing for Climate Change* guidebook.

[insert text]

## Key Terms

**Sector:** a general grouping used to describe any resource, ecological system, species, management area, etc. that may be affected by climate change. For example, Transportation, Emergency Services, Human Health, Cultural Resources and Traditions, Water Resources, Forest Resources, Air Quality.

**Planning Area:** It is an area (within a sector) in which the tribal government manages, plans, or makes policy affecting the services and activities associated with built, human, and natural systems. For example, within the sector Water Resources, you might have planning areas of Water Supply and Water Quality.

### Additional Resources

*Preparing for Climate Change* guidebook, Chapter 7: “Identify Your Planning Areas Relevant to Climate Change. <http://cses.washington.edu/cig/fpt/guidebook.shtml>

## 3. Vulnerability & Risk

### Guidelines and Suggestions

This section provides a summary of the vulnerabilities and risks associated with the planning areas being impacted. This information will come from the vulnerability and risk assessments you conducted. How comprehensive these assessments were will vary from tribe to tribe, depending on a number of factors, including staff time and funding for the planning process, goals for this plan, etc. The assessments may be quite limited or could be comprehensive.

You might organize this section into three general categories: Built Environment, Natural Environment, and Social Environment, and within each category, list pertinent sectors and planning areas that are being impacted by climate change, and provide a summary of the associated vulnerabilities and risks associated with the planning areas.

You should include a table that provides more detail, either here or in the Appendix. In the table, you might include, for each planning area, the sensitivity of the system, adaptive capacity, vulnerability, consequence of impact, estimated risk. For examples of tables, see the Swinomish Tribe's climate change impact assessment and the Preparing for Climate Change guidebook.

[insert text]

### Key Terms

**Vulnerability:** the susceptibility of a system to harm from climate change impacts. It's a function of how sensitive the system is to climate and the adaptive capacity of the system to respond to such changes. Generally, systems that are sensitive to climate and less able to adapt (low adaptive capacity) to changes are considered to be vulnerable to climate change impacts.

**Risk** = Consequences of an impact X Probability or likelihood that the impact will happen.

### Additional Resources:

*Preparing for Climate Change* guidebook, Chapter 8: "Conduct a Vulnerability Assessment", and Chapter 9: "Conduct a Climate Change Risk Analysis" Section 9.1 "Assess Your Climate Change Risks" <http://cses.washington.edu/cig/fpt/guidebook.shtml>

## 4. Recommended Goals & Actions

### Guidelines and Suggestions

This section gives an overview of the recommended adaptation goals and actions for addressing the climate change impacts on the high priority planning areas. You might instead call these preparedness goals and actions.

Outline the recommended goals and actions for each of the high priority planning areas. You can organize this into sections on each sector and then provide more detail. For each sector you might include:

Planning area:

Goals:

Actions:

You might include a table that provides more detail, either here or in the Appendix. In the table, you could include, for each action, the required authority/capacity, potential partners / coordination, timeframe for implementation, and priority for doing the action. For examples of tables, see the Swinomish Tribe's climate change adaptation plan and the *Preparing for Climate Change* guidebook

[insert text]

### Key Terms

**Preparedness goals:** what you want to accomplish in your priority planning areas through preparedness actions. The goals will vary from tribe to tribe based on a variety of factors, such as the types and magnitudes of projected climate change impacts and the scale of the tribe's planning effort.

**Preparedness actions:** actions or activities that your tribal government could take to achieve its preparedness goals.

### Additional Resources

Preparing for Climate Change guidebook, Chapter 10: "Set Preparedness Goals and Develop Your Preparedness Plan" <http://cses.washington.edu/cig/fpt/guidebook.shtml>

## 5. Implementation of Plan

### Guidelines and Suggestions

This section should discuss how this plan will be implemented and used as part of an ongoing and evolving process. This plan is not something to be put on the shelf, but should be used as part of an adaptive management process. The plan presents an overview of current climate issues and concerns, current climate science, and current and potential impacts. The plan should be regularly revisited and modified as new information regarding the climate science and impacts becomes available and as priorities and needs of the tribe change.

As part of this ongoing process, your tribe should plan to:

- Monitor and measure progress in implementing the adaptations actions you have recommended, and identify whether these actions are helping your tribe meet its goals regarding climate change adaptation and preparedness.
- Review your basic assumptions, including those related to assessing the vulnerabilities and risks that guided you in identifying of priority planning areas, the tribe’s overarching vision and goals, the adaptation goals that you set in the priority planning areas, and the information you collect measuring the results of your actions.
- Update the climate change adaptation plan regularly, based on the information you collect from measuring your progress and reviewing your assumptions.

[insert text]

### Key Terms

#### Additional Resources

*Preparing for Climate Change* guidebook, Chapter 11: “Implement Your Preparedness Plan”, Chapter 12: “Measure Your Progress and Update Your Plan”, and Chapter 13: “Taking the Long View: Final Thought on Preparing for Climate Change”

<http://cses.washington.edu/cig/fpt/guidebook.shtml>

# References

## Guidelines and Suggestions

The References section (sometimes referred to as Works Cited or Bibliography) is a list of reports, guides, and documents that you used and referred to during the planning process. Be sure to include any that you specifically cited in this plan. Several examples are provided. You can generate a list of references using your word processing program. If you are using Microsoft Word, go to the References tab. To learn how to use this feature, search in Microsoft Word Help (?).

The following reports, guides and documents were reviewed and referred to during the process of developing this climate change adaptation plan.

[Delete example references below. Insert list of references following directions of your word processing program.]

Snover, A. K., Whitely Binder, L., Lopez, J., Willmott, E., Kay, J., Howell, D., et al. (2007). *Preparing for Climate Change: A Guidebook for Local, Regional, and State Governments*. Oakland, CA: The Climate Impacts Group; King County Washington; ICLEI--Local Governments for Sustainability.

# Appendices

## Guidelines and Suggestions

Appendices are for extra material you want to include in the plan but not as part of the main text. You should have an appendix for each type of material; call them Appendix 1, Appendix 2, etc.

Types of things that might be in appendices are:

- Tribal Council Proclamations, Resolutions, and/or Declarations regarding climate change
- Maps
- Tables
- Figures, graphs, photos
- Planning process: description of the planning processes your tribe followed in developing the plan; this might also include a “Lessons Learned” section.
- Scientific reports about climate change and its impacts in your region
- Summary of interviews with tribal members

# **Tribal Climate Change Adaptation Plan Template Version 3.0**

