

CC 201: Work in a group to develop a climate change adaptation plan, join a facilitated cohort

Presented by the Institute for Tribal Environmental Professionals

BACKGROUND INFORMATION

In 2018, ITEP will offer a more advanced, mainly web-based Climate Change 201 course. This course will serve cohorts of tribes working through the entire process of developing strategic climate change adaptation plans focusing on a particular topic. The training would take place over a 1.5 year time period and would be provided mainly in the form of 2-hour interactive web meetings every other week, one in-person meeting, and the completion of various assignments throughout the course. The training and assignments will culminate in a strategic climate change adaptation plan for each tribe participating in the cohort as well as an implementation action plan for at least two adaptation strategies.

The web meetings will serve several purposes and consist of:

- Interactive lessons on different aspects of the climate change adaptation planning process (please see course outline below)
- Check-ins and updates from cohort members with opportunities to brainstorm approaches for addressing challenges encountered and also opportunities to celebrate successes
- Virtual work sessions with specific goals

The web meetings will provide a space and time for cohort members to receive and offer support and motivation to keep the planning process going.

Throughout the course, each tribe will receive feedback and support both from ITEP staff and from one another. In addition, we will invite guest instructors from tribes, federal agencies, and academia to provide and share their knowledge about relevant topics. This course is more advanced than our introductory training and is intended for tribes who have already done some climate change legwork and have some momentum started.

The questions on this application will help us determine 2-3 cohorts for the 2018-19 timeframe and the topics that each cohort will focus on. The application is also intended to help us better understand the capacity of various applicants so that we can provide appropriate support and so that we can put together cohorts whose team members' capacities in different areas may complement one another. Once we identify the cohorts and topic, we will tailor the attached general agenda to the topic.

We will likely limit the number of tribes participating in each cohort to between 6 and 8 in order to build group cohesion and allow us to have sufficient time to provide feedback. If, through this application process, we find that there is a high demand for this type of course, we will look into increasing our offerings. We also plan to continue offering our *Introduction to Climate Change Adaptation Planning* courses as well.

POINTS OF CONTACT

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REQUIREMENTS TO APPLY

Demonstrated support of leadership: If selected, cohort participants will be required to provide a commitment form signed by them, their supervisor(s), and the head of the relevant department(s) to show that they have leadership support for plan development.

Dedicated staff time:

- We estimate that roughly four hours per week will be required for class attendance and plan development (approximately 10% of staff time, based on a 40-hour work week). This could be one person dedicating at least four hours per week to the plan or it could be multiple people who together would be dedicating a total of four hours per week to plan development.
- The four hours is an average over the duration of the course. There will be times during which less time will be required and times when more time may be required.
- If you do not currently have enough staff time, there may be opportunities to host a Tribal AmeriCorps VISTA volunteer who could assist with the planning effort. Their time could be counted towards the cumulative total of at least 10%. We would, however, like to ensure that at least one other tribal staff person would be involved with at least 5% time on the project to ensure that the project is culturally appropriate and relevant.

Attendance:

- A maximum of four people from each tribe can attend the course. These people will be the core team.
- At least one person from the core team must attend each web meeting.
- The core team must commit to being on the project for the entire length of the course.
- One person must be responsible for the completion of the plan.
- At least one and a maximum of two members from the core team must attend the in-person meeting or arrangements must be made with course instructors to cover the associated material.

Internet capabilities: Interactive web meetings will take place over the Go To Webinar platform. You must be able to access and use this free (for participants), online platform.

If you are selected for a cohort, we will check in with you and let you know the topic and the start and end dates for the cohort to ensure that you are still interested and that the minimum requirements can still be met. We expect the first cohort to start during the late spring.

TRAINING COSTS

- There is no course fee.
- For the in-person meeting, ITEP will cover the lodging costs and per diem for two participants from each tribe. We will not cover travel costs. If you are unable to pay for travel to the meeting, please let us know, and we will make other arrangements with you to go over the material that will be covered during the in-person meeting.

HOW TO APPLY

Click on this [link](#) to fill out our online registration form. Please note that you cannot save your work and come back to the form at a different time. You must fill it out all at once. We suggest that you look at the reference application form to see what information is needed before filling out the online application. Click [here](#) to access the reference form.

CC 201 Course Outline: Facilitated Cohorts – Developing a Strategic Climate Change Adaptation Plan for a Particular Sector

Please note that throughout the course we will include lessons on community engagement, communication, facilitation, and incorporating Traditional Knowledges (TKs) into the plan.

MODULE 1 – Introduction to Climate Change and Climate Change Adaptation Planning
<ul style="list-style-type: none"> ○ Introduction to Climate Change ○ Introduction to a Climate Change Adaptation Planning Process
MODULE 2 – Scope and engage
<ul style="list-style-type: none"> ○ Establishing a climate change planning team ○ Deciding on your plan scope ○ Developing vision, mission, and value statements for your plan ○ Developing a planning guide/ work plan with goals, objectives, and milestone dates ○ Starting to build support for the planning process
MODULE 3 – Assess climate factors and non-climatic strengths and weaknesses
<ul style="list-style-type: none"> ○ Gathering current and potential future climate information ○ Current vulnerability assessment – where have we been and where are we now? ○ Future vulnerability assessment – scenario planning – how might climate and non-climatic factors affect my system in the future?
MODULE 4 – Determine Solutions
<ul style="list-style-type: none"> ○ Identifying adaptation actions ○ Identifying data gaps including research and monitoring needs ○ Prioritizing which actions to pursue first
MODULE 5 - Write, review, and communicate the plan
<ul style="list-style-type: none"> ○ Finalizing a table of contents for the plan ○ Developing a bullet point outline ○ Assembling text already written as part of writing tasks throughout course and inserting into outline ○ Writing any remaining text ○ Assembling photos/ develop graphic images and tables for the report ○ Exchanging plan with cohort members to get input ○ Revising plan based on feedback ○ Deciding on and implementing a review process within your tribe
MODULE 6 – Implement and monitor
<ul style="list-style-type: none"> ○ Identifying adaptation actions to pursue first (from above prioritization) ○ Selecting monitoring and evaluation metrics for the actions ○ Identifying funding needs and exploring fundraising for implementation and monitoring ○ Developing action plans for implementation and monitoring
MODULE 7 – Evaluate, adjust, and update
<ul style="list-style-type: none"> ○ Evaluating monitoring metric(s) and adjust adaptation actions ○ Updating the climate change plan and/or mainstream it into other plans
MODULE 8 – Celebrate!
<ul style="list-style-type: none"> ○ Planning some festivities to celebrate the completion of your plan!