

Village of Oak Park S/CARP – Sustainability and Climate Action and Resiliency Plan

Proposed Scope and Timeline

	RFP Section Reference	10.2021	11.2021	12.2021	01.2022	02.2022	03.2022	04.2022	05.2022	06.2022	07.2022	08.2022	09.2022	10.2022
Required Element 1: Scoping and Inventory														
Review existing State, regional, and Village sustainability plans	Scoping & Inv.													
Evaluate regional S/CARP approaches, both technical and community elements, from prior two years	Scoping & Inv.													
Collate Village emissions data using a single software platform, i.e. ICLEI ClearPath	Scoping & Inv.													
Required Element 2: Energy, Transportation, Waste and Ecosystems														
Develop BAU forecast and emissions reduction scenarios based on Village, Cook County, & regional GHG drivers	Energy, Transp., Waste & Ecosys.													
Required Element 3: Scenarios														
Develop quantitative goals and intermediate milestones	Scenarios													
Analyze technical, financial, policy, behavioral, and other requirements for implementation	Scenarios													
Review & incorporate ICLEI Science-Based Targets for interim GHG reduction goals in 2030 and carbon neutrality by 2050	Scenarios													
Required Element 4: Implementation Strategies														
Finalize the Community Engagement Framework	Impl. Item C													
Develop and evaluate community engagement metrics	Impl. Item C													
Facilitate discussions with Village staff, Trustees, and applicable Village Citizen Commissions and committees	Impl. Item C/F													
Create and facilitate ~5 monthly Affinity Groups	Impl. Item C													
Conduct ~3 human-centered design sessions with community service agencies and partners	Impl. Item C													
Conduct targeted household surveying and/or neighborhood events	Impl. Item C													
Curate and distribute the Community Input Kit to EEC, for use by Climate Plan Ambassadors	Impl. Item C													
Provide continuous website engagement, promote on social media and through local programs	Impl. Item C													
Engage with Oak Park youth and schools	Impl. Item C													
Participate at ~3 community events (Winterfest, Earth Fest, A Day in Our Village)	Impl. Item C													
Assemble data and assess gaps in the Village's sustainability programs, policies, actions and GHG reduction initiatives	Impl. Item G													
Develop draft implementation strategies including High Impact Action (HIA) scenarios	Impl. Items H-T													
Revise implementation plan based on feedback from the Village, edit to infuse other innovative approaches	Impl. Item V													
Develop a comprehensive, high-level sustainability roadmap for the Village with a focus on environmental justice	Impl. Item A													
Identify short- and long-term financing strategies for Village, Utility, and Community actions	Impl. Item B													
Present final draft S/CARP to Village governing body	n/a													
Create an internal staff report, public-facing report, and presentation file based on the final draft S/CARP	Impl. Item E													
Element 5: Project Management & Team Coordination														
Hold weekly internal team meetings to advance scope elements and determine key Village coordination topics	n/a													
Communicate regularly with the Village Project Manager; foster quick action on unpredictable occurrences	n/a													

Coral = community- or public-facing task

Note: the final compilation is referred to as a "final draft S/CARP" to indicate its completion without guaranteeing Village adoption.

as of 10.11.2021

Exhibit B