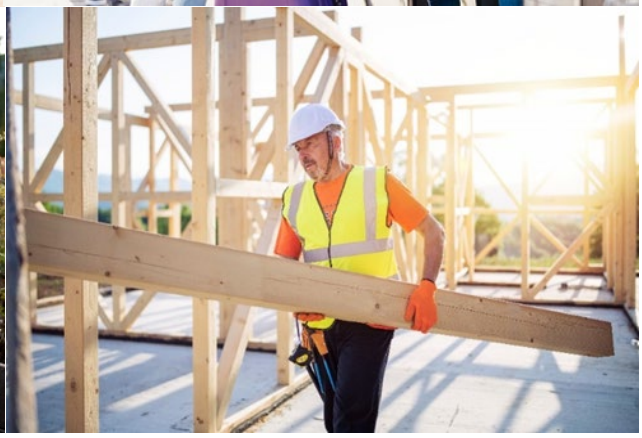
Local Government Climate Action Program Guide



May 11, 2022

HIGHLIGHTS

The Local Government Climate Action Program (the program) provides predictable, long-term funding for communities to achieve shared climate goals for a sustainable B.C.

The program will support B.C. communities through capacity building and investments to reduce greenhouse gas emissions and adapt to climate impacts by providing annual funding to signatories of the Climate Action Charter and Modern Treaty Nations.

This program will:

- Provide flexible, long-term funding to support climate action in local governments and Modern Treaty Nations
- Enable community-specific action to reduce emissions and increase climate resilience
- Enable robust reporting to track results and help improve the program over time
- Enable knowledge sharing among local governments and Modern Treaty Nations to promote innovative climate action across the province

Important dates: (see Section 1.2 for details)

- **May 16, 2022 -** Program launch & webinar invitation
- **May 25 – June 2, 2022** - Webinars for program participants providing an overview of the program
- **June 15, 2022 –** Access provided to the online platform to submit required reporting information
- **June 15 to July 15, 2022 -** Reporting period: **closes July 15th at 4pm**
- **July 29, 2022 –** Attestation form submission deadline
- **August 31, 2022 -** Funds disbursed
- **September 9, 2022 -** Public summary report released
- **September 30, 2022 -** Local government public reporting deadline

Eligibility Requirements: (see Sections 2.1 & 2.2 for details)

To be eligible for the first year of funding, applicants are required to:

1. Be a signatory to the B.C. Climate Action Charter or a B.C. Modern Treaty Nation.
2. Measure and report on corporate greenhouse gas (GHG) emissions or set up for mandatory measurement and reporting in the second year of the program.
3. Demonstrate climate investment (i.e., matching funding or in-kind contributions) equivalent to 20% of the provincial funding received.
4. Report on projects linked to one or more objectives from the CleanBC Roadmap to 2030 and/or draft Climate Preparedness and Adaptation Strategy (CPAS).
5. Have the Chief Financial Officer, or equivalent position, submit and publicly post:

- a completed and signed attestation form to confirm all funds were, or will be, used towards climate; and
- a completed PDF version of the required program survey.

Note: The first year of this program is designed to disburse funding efficiently and support timely local climate action. Additional program and reporting refinements will be made in collaboration with local governments and Modern Treaty Nations for the second year of the program and beyond.

Contact us at LGCAP@gov.bc.ca for any questions (e.g., to discuss eligibility, reporting requirements etc.)

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1. ABOUT THE PROGRAM

1.1 OVERVIEW

In 2018, the province introduced CleanBC - a pathway to a more prosperous, balanced and sustainable future. The CleanBC Roadmap to 2030 (the Roadmap), released in 2021, builds on this plan and charts a path for B.C. to achieve its 2030 greenhouse gas (GHG) emissions reduction targets, while laying the groundwork for achieving net zero emissions by 2050.

The Local Government Climate Action Program (LGCAP) is a commitment within the Roadmap, and will provide predictable, annual, and long-term funding for local governments and B.C. Modern Treaty Nations to take climate action aligned with provincial and local climate objectives. Eligible communities will be required to report on the climate actions they take as a result of receiving funding.

LGCAP funding will enable B.C. communities to prepare for a changing climate, and for local climate action to contribute to reaching B.C.'s 2030 emissions reduction target and ultimately achieving net zero emissions by 2050.

Scope and Objectives

Local governments are climate leaders and key partners to achieving local, provincial, and national climate goals. According to B.C.'s 2030 sectoral emission reduction targets, buildings & communities must reduce emissions by at least 59 percent to 64 percent below 2007 levels. Since local governments directly or indirectly influence approximately half of all Canadian GHG emissions,[1] bolstering local governments' climate action capacity is key to achieving targets.

The cumulative effect of local government efforts to reduce GHG emissions and address climate risks should not be under-estimated. Reaching net zero and adapting to a changing climate will require a whole-of-society approach. The program aims to catalyse the efficient flow of financial resources, data and knowledge between local governments and the Provincial government to allow for cost effective, impactful, appropriate, and locally owned and implemented climate action.

Information collected enables the Province to track progress, highlight climate leadership and advance action by including local government and Modern Treaty Nation emissions reporting data in the annual Climate Change Accountability Report.

All information gathered will help to inform policy development, monitor progress on achieving provincial and local climate objectives, and ensure that funds provided are used for these objectives.

1.2 Timeline and deadlines

ITEM	DATES (2022)	NOTES
Program launch & webinar invitation	**May 16**	Each local government and Modern Treaty Nation will receive an email with funding allocation details, a link to register for introductory webinars and steps for completing reporting requirements.

[1] The Municipal Role in Fighting Climate Change. Prepared for the Federation of Canadian Municipalities. 2009.

		Webinars will be held from May 25-June 2, 2022 to provide more information about the program and answer questions. Webinars will be recorded and posted online.
Reporting period	**June 15 - July 15**	During the reporting period, applicants must complete and submit the required reporting information using the Community Energy Emissions Data base (CEED) platform. There are two required reporting documents: the online survey and the attestation form. **Survey submissions must be completed by July 15th, 2022 at 4 PM PDT**. For support, please contact us at LGCAP@gov.bc.ca **Important information:** • Once the survey is opened, it *must* be submitted within 28 days • The survey URL can be used by many staff • All information entered is saved automatically ○ Simply close the window and restart later
Return a copy of the survey and attestation form	**July 29**	Once the online survey is submitted, you will receive a PDF version including the attestation form by email. Please send a completed and signed copy back to LGCAP@gov.bc.ca
Funds disbursed	**August 31**	Each local government will receive funding by this date. Funds will be disbursed through an electronic funds transfer via the existing Provincial Corporate Accounting System.
Local governments publicly post survey information & Attestation Form	**September 30**	Each local government must publicly post a completed PDF version of the required program survey and the completed and signed attestation form.

2. ELIGIBILITY AND REPORTING REQUIREMENTS

2.1 ELIGIBILITY

Eligible communities include:

B.C. Local Government: Participants must be a municipality or regional district established by or under British Columbia statute.

Modern Treaty Nation: There are eight Modern Treaty Nations. There were originally seven First Nations implementing modern treaties that were negotiated in the made-in-B.C. treaty negotiations process: the five Maa-nulth First Nations, Tla'amin Nation, and Tsawwassen First Nation. Maa-nulth is structured as five independent governments and is counted as such by the B.C. Treaty Commission. The Nisga'a treaty was concluded as the B.C. treaty negotiations process was unfolding. As such, there are in total eight constitutionally entrenched modern treaties in B.C. when the Nisga'a treaty is included.

2.2 ELIGIBILITY REQUIREMENTS

1. Be a signatory to the B.C. Climate Action Charter or a B.C. Modern Treaty Nation.

2. Measure and report on corporate GHG emissions or set up for mandatory measurement and reporting in year two. Please see the Provincial guidance on current best practices for quantifying and reporting GHG emissions.

3. Demonstrate climate investment (i.e., matching funding or in-kind contributions) equivalent to 20% of the provincial funding received. Many program participants are currently investing in emissions reductions and/or climate adaptation in their communities, and the 20% requirement is to show current investments (participants will receive 100% of their allocation even if current action is limited). The intent is to show past, current, and future investments in climate action and create awareness and education.

4. Report on projects linked to **one or more** CleanBC Roadmap to 2030 and/or CPAS objectives including, but not limited to:
    - **Buildings:** Step code adoption, carbon pollution standard, energy efficient/demand side management programs, zero carbon heating requirement and/or net zero buildings commitments.
    - **Transportation:** Active transportation plan or investments, secure bike parking, commute reduction programs, transit/pedestrian-oriented development regulation, electric vehicle charging infrastructure plans or number of public installations, trip reduction programs, mode shift targets in Official Community Plan and/or Regional Growth Strategy.
    - **Community climate planning and related investments:** Compact & energy efficient community planning, organic diversion, completed climate or energy emission plan, and renewable energy investments.
    - **Climate resilience:** Assessment of current and future climate risks and plans to address risks through local government planning, programming, service delivery, asset management and other functions.
    - **Education and awareness:** Communications (newsletters, website content), engagement with constituents on climate-related matters, or educational programming (i.e., through rec centers).

5. Have their Chief Financial Officer, or equivalent position, submit and publicly post:
    - a completed and signed attestation form to confirm all funds were, or will be, used for climate action
    - a completed PDF version of the required program survey

IMPORTANT INFORMATION:

Eligible expenditures are determined by local governments as long as they are linked to CleanBC Roadmap and CPAS objectives. Expenses can include staffing, contracts, investments to improve energy efficiency, climate infrastructure, matching funds to leverage federal government and other third-party funding, and engagement.

Funds can be held in reserve over fiscal years to fund larger projects, but funds disbursed in fiscal year 2022/23 must be spent by March 31, 2025.

2.3 CONTACT INFORMATION

Please contact us at LGCAP@gov.bc.ca to discuss eligibility, reporting requirements etc.

3. REPORTING PROCESS

3.1 OVERVIEW

Information collected enables the Province to track progress, highlight climate leadership and advance action by including local government and Modern Treaty Nation emissions reporting data in the annual Climate Change Accountability Report.

All information gathered will help to inform policy development, monitor progress on achieving provincial and local climate objectives, and ensure that funds provided are used for these objectives.

Note that if all requirements are not met in this first year of the program, funding will still be provided to enable program participants to prioritize climate action (eligibility requirements numbers 1, 3 and 5 listed in section 2.2 must be met). However, for a community to be eligible for funding in year two and beyond, all requirements will have to be met. This guide will be updated accordingly prior to the second year of the program.

Reporting requirements include completing an online survey (i.e. online reporting), completing, signing and returning the attestation form, and publicly posting it along with the survey information.

The first year of this program is designed to disburse funding efficiently and support timely local climate action. Additional program design and reporting refinements will be made in collaboration with local governments and Modern Treaty Nations for year two.

3.2 ONLINE REPORTING

Before the reporting period opens, each local government and Modern Treaty Nation will receive an email with instructions on how to access the online tool to complete the reporting requirements.

3.3 ATTESTATION FORM & PROGRAM SURVEY REPORT

By September 30, 2022, each local government and Modern Treaty Nation must publicly post a completed PDF version of the required program survey and a completed and signed attestation form.

Supplementary documents

Links (URLs) to supplementary documents such as strategies and plans can be included in the online survey.

APPENDIX A: GLOSSARY OF TERMS

Adaptation

Adjustment in natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities.

Anthropogenic greenhouse gas emissions

Greenhouse-gas emissions resulting from human activities.

B.C. Climate Action Charter

A voluntary agreement signed by local governments in British Columbia. Signatories commit to working to achieve three goals: becoming carbon neutral in respect of their corporate operations; measuring and reporting on community GHG emissions; and creating compact, complete and energy-efficient communities.

Carbon dioxide equivalent (CO_2e)

The universal unit of measurement to indicate the global warming potential (GWP) of each of the six greenhouse gases, expressed in terms of the GWP of one unit of carbon dioxide. It is used to evaluate releasing (or avoiding releasing) different greenhouse gases against a common basis.

Climate

The long-term statistical average of weather-related aspects of a region including typical weather patterns, the frequency and intensity of storms, cold spells, and heat waves. Climate is not the same as weather. A description of the climate of a certain place would include the averages and extremes of such things as temperature, rainfall, humidity, evapotranspiration, and other variables that can be determined from past weather records during a specified interval of time.

Climate change

Refers to changes in long-term trends in the average climate, such as changes in average temperature.

Climate hazard

A physical process or event (e.g. flooding, sea level rise, storm surge events) that can harm human health, livelihoods, or natural resources.

Climate initiatives

Actions that reduce greenhouse gas (GHG) emissions and/or strengthen resilience and the ability to adapt to climate-induced impacts This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Climate resilience

The ability to anticipate, prepare for, and respond to hazardous events, trends, or disturbances related to climate. Improving climate resilience involves assessing how climate change will create new, or alter current, climate-related risks, and taking steps to better cope with these risks.

Climate Risk and Vulnerability Assessment

The purpose of the Climate Risk and Vulnerability Assessment (CRVA) is to develop an understanding of current and future climate risks. The CRVA will inform the inclusion of adaptation goals and actions in a climate action plan. Climate risk arises as a result of the confluence of hazards, exposure, and vulnerability. In other words, a climate hazard becomes a climate risk when inhabitants and/or assets are exposed to the particular hazard and if those exposed inhabitants or assets are vulnerable to it. The region can improve its resilience and adaptive capacity to climate-related shocks and stresses by implementing climate adaptation actions. However, it is advisable to develop a sound understanding of context-specific climate risks before developing such actions.

CO_2

Carbon dioxide, which is one of several greenhouse gases.

Emissions

The release of substances (e.g., GHGs) into the atmosphere. Emissions occur both through natural processes and as a result of human activities.

Community emissions

Greenhouse gas emissions generated from community activities.

Corporate emissions

Greenhouse gas emissions generated through local government operations.

Global warming potential (GWP)

An index representing the combined effect of the differing times greenhouse gases remain in the atmosphere and their relative effectiveness in absorbing outgoing infrared radiation.

Greenhouse gases (GHGs)

The atmospheric gases responsible for causing global warming and climate change. The major GHGs are carbon dioxide (CO_2), methane (CH_4) and nitrous oxide (N_20). Less prevalent -- but very powerful -- greenhouse gases are hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) and sulphur hexafluoride (SF_6).

Greenhouse gas (GHG) inventory

A GHG inventory is an accounting of the amount of GHGs emitted into or removed from the atmosphere over a specific period of time (e.g., one year). A GHG inventory also provides information on the activities that cause emissions and removals, as well as background on the methods used to make the calculations. Policy makers use GHG inventories to track emission trends, develop strategies and policies and assess progress. Scientists use GHG inventories as inputs to atmospheric and economic models.

Local government

In British Columbia, a term that includes both regional districts and incorporated municipalities.

Local government corporate emissions boundary

GHG emissions produced as a result of a local government's delivery of "traditional services," including fire protection, solid waste management, recreational/cultural services, road and traffic operations, water and wastewater management, and local government administration.

Mitigation

Climate change mitigation refers to actions or activities that limit GHG emissions entering the atmosphere and/or reduces their levels in the atmosphere. Mitigation includes any activity that reduces or limits GHG emissions, such as energy production and use, or sequestration, which removes emissions from the atmosphere through land use or other (including artificial) mechanisms.

The ultimate goal of mitigation is to preserve a biosphere which can sustain human life and supporting ecosystems. This means reducing anthropogenic GHG emissions towards net zero to limit the warming, with global goals agreed in the Paris Agreement. Effective mitigation strategies require an understanding of mechanisms that underpin release of emissions, and the technical, policy and societal options for influencing these.

The Paris Agreement

The legally binding international treaty on climate change. It was adopted by 196 Parties at COP 21 in Paris, on December 12, 2015 and entered into force on November 4, 2016. Its goal is to limit global warming to well below a 2-degree Celsius increase in temperatures (and preferably 1.5 degrees Celsius) compared to pre-industrial levels.

The Paris Agreement is a landmark in the multilateral climate change process because, for the first time, a binding agreement brings all nations into a common cause to undertake ambitious efforts to combat climate change and adapt to its effects.

Vulnerability

The degree to which a system is susceptible to, or unable to cope with, adverse effects of climate change, including climate variability and extremes. Vulnerability is a function of the character, magnitude, and rate of climate variation to which a system is exposed, its sensitivity, and its adaptive capacity.

Zero carbon construction

Tackling operational and embodied carbon emissions from the building and construction sector. It requires deep collaboration across the entire value chain, and radical transformation in the way buildings are designed, built, occupied and deconstructed. It requires new business models that promote circularity, re-use of buildings and materials, whole lifecycle thinking, high performance operations, and ultimately a shift away from fossil fuels.

Zero emission vehicles (ZEVs)

A vehicle that has the potential to produce no tailpipe emissions. They can still have a conventional internal combustion engine but must also be able to operate without using it. The following vehicles are considered ZEVs: battery-electric, plug-in hybrid electric and hydrogen fuel cell.

APPENDIX B: EXAMPLES OF CLIMATE INITIATIVE

Regional Energy Efficiency Program

The Central Kootenay Regional District is committed to reducing greenhouse gas emissions and saving energy. The Regional Energy Efficiency Program has three options for saving energy and money in homes. Participants can access support through the process such as energy advisors, contractors, rebates, low interest financing, and next steps.

The East Kootenay Energy Hub (the Hub)

Facilitated by the Community Energy Association, the Hub is raising awareness of energy efficient solutions for East Kootenay residents. Supports for new home construction, home renovations, and electric vehicle initiatives are provided. The Hub has resources for builders, homeowners, realtors and local governments to make more informed choices about energy efficient options in new and existing buildings.

Electric Vehicle (EV) Charging in Richmond

To support access to residential zero emission vehicle charging, in December 2017 the City of Richmond began requiring energized zero-emission vehicle charging outlets capable of supporting a Level 2 charger in each parking space in a new building. Richmond has public EV charging stations throughout the community so when you visit a city facility, you can charge your vehicle. EVs are an important component of a more sustainable Richmond, and supporting increased adoption of EVs through convenient access to charging stations is an important action in Richmond's Community Energy and Emissions Plan.

Victoria's All Ages and Abilities (AAA) Cycling Network

Victoria is building a network of all ages and abilities (AAA) cycling routes across the city. The AAA cycling network plan was adopted in 2016 and the city is aiming to complete all projects by 2023. Once the network is complete, 95% of the municipality will be within 500m of a AAA cycling route, providing safe and convenient access to village centres, parks, recreation centres and schools.

A New Climate Action Plan for Port Coquitlam

Building on the City's 2010 Corporate and Community Climate Action Plan, Port Coquitlam plans to adopt a comprehensive new made-in-PoCo Climate Action Plan in 2022 combining input collected over fall 2021 – from the public, Council, kʷikʷəƛ̓əm (Kwikwetlem) First Nation and other key stakeholders – with climate science, research, and technical data.

Fernie Food Action Strategy

This project arose at a time when the global pandemic highlighted the importance of a local supply chain, food access and a robust local agriculture. Input gathered from residents, farmers, processors, gardeners, and City of Fernie staff resulted in four actionable recommendations: 1) Promote growing food not lawns 2) Allow backyard hens citywide 3) Encourage rainwater utilization 4) Support local commercial agriculture.

Tsay Keh Dene Nation and the Carcross/Tagish First Nation Community-Based Climate Monitoring project

Chu Cho Environmental partnered with Tsay Keh Dene Nation and Carcross/Tagish First Nation to explore the local impacts of climate change and establish community-based climate monitoring programs in each Nation. Using both traditional knowledge and western science data, the team assessed the historic baseline climate, quantified changes on the land to date, and generated projections for how the climate may continue to change in the future. This project also explored how to increase community engagement and interest in climate change, with a focus on youth involvement and knowledge sharing between generations. Finally, this project serves as an essential first step in the establishment of long-term community-based climate monitoring programs in each Nation.

Climate Action Revenue Incentive Program Annual Summary Reports (2010-2018)

The annual summary reports highlight local government climate actions (2010-2018) reported for this program. The program provided funding to local governments that signed the B.C. Climate Action Charter equal to 100% of the carbon taxes they paid to support local government operations**.**