NEW YORK STATE OF OPPORTUNITY. | Climate Smart Communities

Performance: Reduce GHGs from Government Facilities

15 — 45 Points

A. Why is this action important?

Government-owned facilities are typically one of the largest sources of greenhouse gas (GHG) emissions in most government operations GHG inventories. Energy-efficiency upgrades to government facilities reduce GHG emissions and save taxpayer money. In addition, when local governments make measurable reductions in GHG emissions that are directly under their control, they demonstrate leadership and take responsibility for the emissions that cause climate change. The cumulative impact of many local governments across New York State achieving GHG reductions adds up to a significant statement that can inspire further action in other sectors of the economy.

B. How to implement this action

This Climate Smart Communities (CSC) performance action focuses on reducing GHG emissions from government-owned buildings and facilities. These may include municipal office buildings, public works facilities, fire stations, police precincts, parks facilities, and water treatment plants.

Note that the scope of this CSC action does not cover emissions from government-owned vehicles; for the action related to vehicle-emission reductions, see *Performance: Reduce GHGs from Government Vehicles*. This action also does not cover GHG emissions from outdoor lighting (such as street lights and traffic signals) owned by the local government. Interior lighting and any exterior lighting directly associated with government buildings is included, however.

Local governments implement this action by completing three basic steps:

1. Create a baseline measurement of Scope 1 and Scope 2 GHG emissions from government-owned buildings.

2. Implement actions that reduce GHG emissions from government-owned facilities.

- CSC certification actions under Pledge Elements 3 and 4 provide a range of suggested actions that reduce GHG emissions. Such actions may include upgrades to heating and cooling equipment and other energy efficiency improvements, such as better insulation or switching interior lighting over to light-emitting diodes (LEDs). In addition, switching to clean, renewable sources of energy will bring down GHG emissions from facilities. Note that purchasing green power or renewable energy certificates (RECs) may not be applied as a reduction to Scope 2 GHG emissions (see more information below).

3. Measure the reductions in GHG emissions resulting from the upgrades to government-owned buildings. To be eligible for CSC points, the measurement of the reductions must have taken place within ten years of the application date.

The tools that local governments use to track GHG emissions range from simple spreadsheet tools that narrowly focus on buildings and are available for free (such as the US EPA ENERGY STAR Portfolio Manager) to sophisticated software tools covering a wide range of sectors that require a paid subscription (such as the ICLEI *ClearPath* tool). Local governments should evaluate which type of tool is most appropriate for their needs and consult with NYSERDA Clean Energy Coordinators about the options for tracking GHG emissions from government facilities. These coordinators can be reached at cec@nyserda.ny.gov .

Tools used to calculate GHG emissions for this CSC action must be consistent with relevant provisions of the Local Government Operations Protocol (LGOP), a standardized set of guidelines for quantifying and reporting the GHG

emissions associated with government operations. Whichever tool is chosen, confirm with the creators of the tool that it conforms with the LGOP.

As mentioned above, some local governments purchase green power or renewable energy certificates (RECS); see *PE4 Action: Renewable Energy Credits*. For this CSC action, a local government may not deduct these purchases from Scope 2 emissions because doing so would constitute double counting, as per section 6.2.4 of the LGOP. The reason behind this is that the renewable energy portion of a utility's power supply is already accounted for in the GHG emission factor for the region in which the electricity is generated. The CSC program encourages local governments to include information about these purchases in their government operations GHG inventory reports, but they should not be included in GHG calculations.

More details about GHG tracking tools are available in the descriptions for the following actions:

- *PE2 Action: Government Operations GHG Inventory*
- *PE3 Action: Energy Benchmarking for Government Buildings*
- *PE10 Action: GHG Tracking System*

C. Time frame, project costs, and resource needs

The time frame, costs, and resource needs depend on the type of actions implemented, as outlined in Pledge Elements 3 and 4. Project costs may include staff and consultant time, where applicable. Some local governments may also choose to use a GHG tracking tool that involves a fee.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?

This action is applicable to all types of local governments. The department with responsibility for managing government-owned buildings, typically the department of public works or facilities, would probably be involved in implementing this action. Staff members that maintain and update the government's GHG emissions inventories would likely be responsible for doing the calculations for this action.

E. How to obtain points for this action

Points this action are tiered based on the amount of the reduction in GHG emissions from government-owned facilities over a period of no longer than 10 years prior to the application date.

	POSSIBLE POINTS
Reduce GHG emissions from government facilities by 10-14% or complete the NYSERDA Clean Energy Communities Clean Energy Upgrades High Impact Action	15
Reduce GHG emissions from government facilities by 15-19%	20
Reduce GHG emissions from government facilities by 20-24%	25
Reduce GHG emissions from government facilities by 25-29%	30
Reduce GHG emissions from government facilities by 30-34%	35
Reduce GHG emissions from government facilities by 35-39%	40
Reduce GHG emissions from government facilities by 40% or more	45

NYSERDA Clean Energy Communities Program: Local governments that have completed the Clean Energy Communities Clean Energy Upgrades High Impact Action are eligible for the lowest tier of points (15) for this Climate Smart Communities (CSC) action (for a 10% GHG reduction from government buildings) by providing the same documentation submitted to NYSERDA.

F. What to submit

Submit documentation that describes the three steps involved in this action: the baseline GHG measurement, a summary of the actions implemented to reduce GHG emissions from local government buildings, and the calculations behind the percentage of GHG reductions. These materials should include dates, since points are only eligible for upgrades and GHG measurements completed over a period of no longer than 10 years prior to the application date.

Local governments that have completed the Clean Energy Communities Clean Energy Upgrades High Impact Action are eligible for 15 points available under this CSC action. To apply, provide the documentation from NYSERDA confirming completion and a copy of all the documentation that was submitted to NYSERDA, including the completed Clean Energy Upgrades Calculator. If the documentation shows reductions greater than 10%, applicants may be eligible for the higher tiers of this CSC action, depending on whether the documentation meets the requirements above.

All CSC action documentation is available for public viewing after an action is approved. Action submittals should not include any information or documents that are not intended to be viewed by the public.

G. Links to Additional Resources or Best Practices

- US EPA ENERGY STAR Portfolio Manager
- US EPA ENERGY STAR Portfolio Manager, Videos and Training Resources
- NYSERDA Clean Energy Communities Program Clean Energy Upgrades Toolkit
- CSC guide Developing a Local Government Operations Greenhouse Gas Inventory
- US EPA Local GHG Inventory Tools: Download free tools (for conducting government operations and communitywide GHG inventories) and sign up for updates.
- ICLEI - Local Governments for Sustainability USA, Inc.: ICLEI has a comprehensive GHG tool called ClearPath for conducting GHG inventories, forecasts, and monitoring at the community or government-operations scale. Membership in ICLEI involves an annual fee based on municipal size and includes access to ClearPath.

H. Recertification requirements

The recertification requirements are the same as the initial certification requirements. The endpoint of the previous local government operations GHG inventory action will become the new baseline.

NEW YORK STATE OF OPPORTUNITY. | Climate Smart Communities

Performance: Reduce GHGs from Government Vehicles

15 — 45 Points

A. Why is this action important?

Government-owned vehicles are often a large source of greenhouse gas (GHG) emissions in most government operations GHG inventories. Having a low-emission, fuel-efficient fleet reduces GHG emissions, saves taxpayer money, and improve air quality in the community. In addition, when local governments make measurable reductions in GHG emissions that are directly under their control, they demonstrate leadership and take responsibility for the emissions that cause climate change. The cumulative impact of many local governments across New York State achieving GHG reductions adds up to a significant statement that can inspire further action in other sectors of the economy.

B. How to implement this action

Local governments implement this action by completing three basic steps:

1. Create a baseline measurement of the GHG emissions from four-wheeled vehicles owned or operated by the local government (including leased vehicles).

- This baseline can be limited to the light- and medium-duty portion of the municipal fleet. If a vehicle is found on www.fueleconomy.gov, then it has a manufacturer's gross vehicle weight rating (GVWR) of less than 8,500 pounds, is not a heavy-duty vehicle and is not exempt. Refer to the government's fleet inventory, as per *PE3 Action: Fleet Inventory*.

2. Implement actions that reduce GHG emissions from government vehicles.

- Climate Smart Communities (CSC) certification actions under Pledge Elements 3 include suggestions for reducing GHG emissions from government-owned vehicles. Such actions include right-sizing the fleet and replacing traditional vehicles with advanced vehicles like plug-in hybrids and battery-electric vehicles.

3. Measure the reductions in GHG emissions resulting from the fleet activities. To be eligible for CSC points, the measurement of the reductions must have taken place within ten years of the application date.

The tools that local governments use to track GHG emissions range from simple spreadsheet tools that narrowly focus on buildings and are available for free (such as the US EPA ENERGY STAR Portfolio Manager) to sophisticated software tools covering a wide range of sectors that require a paid subscription (such as the ICLEI *ClearPath* tool). Local governments should evaluate which type of tool is most appropriate for their needs.

Tools used to calculate GHG emissions for this CSC action must be consistent with relevant provisions of the Local Government Operations Protocol (LGOP), a standardized set of guidelines for quantifying and reporting the GHG emissions associated with government operations. Whichever tool is chosen, confirm with the creators of the tool that it conforms with the LGOP.

C. Time frame, project costs, and resource needs

The time frame, costs, and resource needs depend on the type of actions implemented to reduce emissions, as outlined in CSC Pledge Element 3. Project costs may include staff and consultant time, where applicable. Some local governments may also choose to use a GHG tracking tool that involves a fee.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?

This action is applicable to all types of local governments. The department with responsibility for managing the government fleet, typically the department of public works or transportation, would probably be involved in implementing this action. Staff members that maintain and update the government's GHG emissions inventories would likely be responsible for doing the calculations for this action.

E. How to obtain points for this action

Points this action are tiered based on the amount of the reduction in GHG emissions from government vehicles over a period of no longer than 10 years prior to the application date.

	POSSIBLE POINTS
Reduce GHG emissions from government vehicles by 10-14%	15
Reduce GHG emissions from government vehicles by 15-19%	20
Reduce GHG emissions from government vehicles by 20-24%	25
Reduce GHG emissions from government vehicles by 25-29%	30
Reduce GHG emissions from government vehicles by 30-34%	35
Reduce GHG emissions from government vehicles by 35-39%	40
Reduce GHG emissions from government vehicles by 40% or more	45

F. What to submit

Submit documentation that describes the three steps involved in this action: the baseline GHG measurement, a summary of the actions implemented to reduce GHG emissions from government vehicles, and the calculations behind the percentage of GHG reductions. These materials should include dates, since points are only eligible for upgrades and GHG measurements completed over a period of no longer than 10 years prior to the application date.

All CSC action documentation is available for public viewing after an action is approved. Action submittals should not include any information or documents that are not intended to be viewed by the public.

G. Links to Additional Resources or Best Practices

- CSC guide Developing a Local Government Operations Greenhouse Gas Inventory
- US EPA Local GHG Inventory Tools: Download free tools (for conducting government operations and communitywide GHG inventories) and sign up for updates.
- ICLEI - Local Governments for Sustainability USA, Inc.: ICLEI has a comprehensive GHG tool called ClearPath for conducting GHG inventories, forecasts, and monitoring at the community or government-operations scale. Membership in ICLEI involves an annual fee based on municipal size and includes access to ClearPath.

H. Recertification requirements

The recertification requirements are the same as the initial certification requirements.

NEW YORK STATE OF OPPORTUNITY. | Climate Smart Communities

Performance: Reduce Solid Waste from Government Operations

3 Points | 4 Points | 6 Points | 8 Points | 10 Points

A. Why is this action important?

Reducing waste and increasing recycling reduces greenhouse gas (GHG) emissions from local government operations. When local governments make measurable reductions in GHG emissions that are directly under their control, they demonstrate leadership and take responsibility for the emissions that cause climate change.

B. How to implement this action

To establish a baseline of the volume of solid waste resulting from local government operations, conduct an audit and inventory, as per *PE5 Action: Government Solid Waste Audit*. Then implement actions that reduce solid waste from local government operations, such as those under the Climate Smart Communities (CSC) Pledge Element 5. To measure the impact, repeat the audit and identify the percentage reduction in solid waste volume. To be eligible for CSC points under this action, the measurement of the reduction must have taken place within ten years of the application date.

C. Time frame, project costs, and resource needs

The time frame, costs, and resource needs depend on the type of actions implemented, as outlined in Pledge Element 5. Documentation of the reduction in waste volume will require some additional effort by staff, interns, and/or contractors.

D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?

This action is applicable to all types of local governments. The department that manages waste, typically the department of sanitation or public works, will have responsibility for implementing this action.

E. How to obtain points for this action

Points this action are tiered based on the amount of the reduction in solid waste volume over a period of no longer than 10 years prior to the application date.

	POSSIBLE POINTS
Reduce waste from government operations by 10-19%	3
Reduce waste from government operations by 20-29%	4
Reduce waste from government operations by 30-39%	6
Reduce waste from government operations by 40-49%	8
Reduce waste from government operations by 50% or more	10

F. What to submit

Submit documentation that describes the three steps involved in this action: the baseline measurement of the solid waste volume, a summary of the actions implemented to reduce solid waste from government operations, and the calculations behind the percentage reduction. These materials should include dates, since points are only eligible for measurements completed over a period of no longer than 10 years prior to the application date.

All CSC action documentation is available for public viewing after an action is approved. Action submittals should not include any information or documents that are not intended to be viewed by the public.

G. Links to Additional Resources or Best Practices

- DEC Waste Reduction
- DEC Solid Waste Management Planning Tools & Resources
- EPA WasteWise Waste Assessment Approaches

H. Recertification requirements

The recertification requirements are the same as the initial certification requirements.