**City of Hammond Project Proposal: 2021 Resilience Cohort**

**Overview of Program**

Northwest Indiana is taking a regional approach to greenhouse gas (GHG) emissions accounting and management. The Indiana University Environmental Resilience Institute (ERI), Earth Charter Indiana, and the Northwest Indiana Region Resilience volunteer team are asking the City of Hammond to join ERI’s 2021 Resilience Cohort to measure its GHG emissions. As the largest city in the region, Hammond’s participation will be crucial to the success of the region-wide effort. The Cohort will run from April-September 2021. The goal of the Cohort is for all participants to establish an emissions baseline. ERI also offers a second year of the Cohort in which participants use the results of their inventories to identify emissions reduction strategies and develop a climate action plan (CAP). All communities who participate in the 2021 Cohort will be automatically accepted into the 2022 planning Cohort if they choose to move forward. There will be a separate program fee in 2022, with details and the application launching in fall 2021.

**Overview of GHG Inventories**

There are two types of GHG inventories conducted by municipalities: community-wide and local government operations. All communities in the 2021 Cohort will conduct community-wide inventories, which examine emissions-generating activities by residents, businesses, and industry within the defined community limits (city, county, etc.). The four main categories of a community-wide inventory are: energy use (electricity/natural gas/propane/etc. broken down by residential, commercial, and industrial uses), transportation (on-road/off-road/rail/etc.), solid waste generation, and water and wastewater treatment. Cohort participants will have the option to conduct a local government operations (LGO) inventory in addition to the community-wide inventory. LGO inventories examine emissions generated by the operation of the local government. The main categories of LGO inventories are: energy use by government owned or operated facilities and streetlights/traffic signals, vehicle fleet, government employee commute, solid waste generated by employees and municipal construction/renovation projects, and water and wastewater treatment if the utility is municipally operated.

**Data Privacy**

The data gathered and generated during the GHG inventory will be owned by the City of Hammond. The data are collected at a community-wide scale, reflecting community-wide activities, so data for individual businesses, industries, households, etc. will not be included in the inventory.

ERI holds a contract with ICLEI-Local Governments for Sustainability (ICLEI), a nonprofit with international expertise in greenhouse gas measurement and tracking, to provide technical expertise and data management software (ClearPath) to local governments participating in the Resilience Cohort. The data entered into ClearPath would be the property of the City of Hammond. The City may grant ERI access to their ClearPath account to facilitate technical assistance, if desired. ERI and ICLEI will **not** publicly post your data.

Upon completion of the greenhouse gas inventory, ERI will post high-level results of each participants’ inventory in a public report (see the [2019 report](https://eri.iu.edu/documents/2019-resilience-cohort-results-summary-report-202004.pdf) as an example), but the data will not be included. Instead, the report will show total carbon dioxide equivalent (CO2e) emissions and each sector’s percentage of total emissions. Some local governments opt to release a public report of their results, including the data that went into each calculation, and/or present the results to the city/town council. The decision to release results publicly will be made entirely by the City of Hammond.

**Costs**

**Set costs**

* $300 Resilience Cohort program fee (invoiced by ICLEI in spring 2021)

**Variable costs**

* $1500 Indiana Sustainability Development Program extern fee (shared by Hammond and other communities)
  + 2 interns per 5 inventories (or 1 intern per 2.5 inventories)
  + NWI Region Resilience Team is fundraising
* $1,260 NIRPC fee per extern for IT and overhead costs (shared by Hammond and other communities)
  + NWI Region Resilience Team is fundraising
  + Option to host ISDP extern or unpaid internally
    - Hammond pays $1,500 ISDP contribution
    - Hammond decides to not host IU extern and instead hosts unpaid intern

**Cost scenarios**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Program Fee** | **NIRPC Fee** | **Intern Fee** | **Total** |
| **Scenario 1: no extern or City of Hammond acquires and hosts internal unpaid intern** | $300 | $0 | $0 | **$300** |
| **Scenario 2: shared NIRPC extern, no team fundraising** | $300 | $504 | $600 | **$1,404** |
| **Scenario 3: shared NIRPC extern, fundraising covered NIRPC fee** | $300 | $0 | $600 | **$900** |
| **Scenario 4: shared NIRPC extern, fundraising covered ISDP fee** | $300 | $504 | $0 | **$804** |
| **Scenario 5: shared NIRPC extern, fundraising covered all intern fees** | $300 | $0 | $0 | **$300** |
| **Scenario 6: shared NIRPC extern, fundraising covers partial intern fees** | $300 | <$504 | <$600 | **TBD** |
| **Scenario 7: City of Hammond hosts ISDP extern, no fundraising** | $300 | $0 | $1500 | **$1800** |
| **Scenario 8: City of Hammond hosts ISDP extern, partial fundraising** | $300 | $0 | <$1500 | **TBD** |
| **Scenario 9: City of Hammond hosts ISDP extern, extern fees paid for by fundraising** | $300 | $0 | $0 | **$300** |

**City of Hammond Commitments**

**Required commitments**

* At least one staff person to oversee the inventory (approximately 10-15 hours per month including extern supervision)
* Assist in supervision of extern (if you choose to apply for a shared extern with NIRPC)
  + Weekly meetings with extern (at least one to two hours per week)
  + Provide contacts for data collection as needed
  + Answer questions and otherwise act as liaison between the City and NIRPC

**Optional commitments**

* Attend weekly training webinars
* Take a more active role in extern supervision and inventory process
* If acquiring your own intern to work at the City instead of at NIRPC,
  + Desk, computer, phone (preferred but not required), and City email address
  + Direct supervision of intern

**Program Benefits**

Conducting an inventory offers the following benefits:

* Setting a baseline, against which future progress can be measured
  + “You can’t manage what you don’t measure”
* Informs where to focus emissions reduction efforts
* Helps City manage data that otherwise may be overlooked

Participation in the Resilience Cohort offers the following benefits:

* Significantly lowers cost of conducting an inventory compared to conducting one on your own ($300 program fee vs. $2,500-$25,000+)
* Peer network
* Access to ERI and ICLEI resources (ClearPath, online networking)
* On-the-job training and 1:1 technical assistance
* Since this is the second time ERI has run a GHG inventory-focused Cohort, data collection will likely be much smoother
* Hammond also has the opportunity to receive advice, assistance, and insights from any of the 18 local governments in Indiana who have conducted inventories
  + Bloomington
  + Carmel
  + Columbus
  + Delaware County
  + Elkhart
  + Evansville
  + Gary
  + Goshen
  + Greencastle
  + Fishers
  + Fort Wayne
  + Indianapolis\*
  + Michigan City
  + Oldenburg
  + Richmond
  + South Bend\*
  + West Lafayette
  + Zionsville

\*These communities conducted their inventories outside of the Resilience Cohort.