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**OSE 2012 Work Program**

Activity	Detailed Description	2012 Deliverables
<b>Climate Protection - Plan, Policy Development, Measurement</b>		
Climate Action Plan - Development	Develop a Climate Action Plan focusing on the areas the City has the greatest ability to influence: road transportation, building energy and waste sectors. Work with Technical Advisory Groups to develop recommendations which will be vetted by a Green Ribbon Commission of civic leaders. Incorporate strategies for residents and businesses to reduce their carbon footprint. Consider public comment throughout the process.	2012 Climate Action Plan
Climate Action Plan - Outreach	CAP workshop development and marketing, stakeholder outreach including presentations and on-going follow up, climate action toolkit training and marketing, CAP community meetings, re-launch of seattlecan.org	Climate Action Toolkit
Climate-Friendly City Visualization Project	Develop photo-realistic visualizations of a climate friendly community to help engage residents in an informed dialogue about the policy choices associated with implementing climate change mitigation strategies.	Images and other visual tools to facilitate community conversations about carbon neutrality
Adaptation Planning	Develop a comprehensive strategy for addressing the impacts of climate change including those related to sea level, precipitation, and temperature changes. Incorporate key elements into the Climate Action Plan.	Adaptation Strategy
GHG Inventories - Municipal & Community	Conduct an inventory of 2011 GHG emissions resulting from City operations. Analyze data, evaluate trends, and identify opportunities for further action. Participate in national efforts to develop a protocol for local community GHG inventories.	2011 Municipal Operations GHG Emission Inventory
National & State Climate Policy	Track and provide policy guidance on key state and federal policies related to climate change and energy. Key state topics includes distributed energy, I-937 amendments, and energy disclosure. Key federal topics includes greenhouse gas emissions regulations and energy efficiency programming.	Analysis and Recommendations as needed

District Energy Strategic Planning	Develop a partnership to deliver a modern district energy system on First Hill, with the goal of an establishing partnership in early 2013. Develop a supporting policy package related to support the success of the system. Manage District Energy Interdepartmental team and serve as liaison to Coordinated Infrastructure Initiative and Yesler Terrance Redevelopment.	First Hill RFEOI; First Hill Strategic Partnership Agreement; Capitol Hill DE Feasibility Study
Rental Energy Efficiency Tax Exemption	Coordinate internal and external stakeholders to develop a state legislative proposal and supporting research in advance of the 2012-2013 State Legislative Session to promote property tax exemptions for energy efficiency improvements in multifamily rental properties.	Multifamily Market Characteristics Study;REETE draft legislation
Climate -Friendly Economic Development	Confirm and coordinate the City's economic strategy around energy efficiency. Coordinate with OED to help implement economic development strategies in the City's climate action agenda.	Economic development strategies in the climate action plan; economic sector strategy for energy efficiency.
<b>Coordination of City Environmental Priorities</b>		
Urban Forest Management Plan	Monitor implementation of the Urban Forest Management Plan priority actions and citywide performance against targets, including staffing Interdepartmental team. Coordinate 2012 update of the Urban Forest Management Plan. Staff the Urban Forestry Commission. Participate on Management Team of the Green Seattle Partnership.	2012 Urban Forest Management Plan; 5 year UFMP Implementation Strategy
Electric Vehicle Coordination	Coordinate interdepartmental effort to facilitate electric vehicle adoption by Seattle residents and businesses, including coordinating on regional EV infrastructure plan, continue installation of EV charging stations on City property, developing consumer information, study solutions to facilitate access to EVSE for 'garage orphans' in residential and commercial zones, including the public right-of-way, and analyzing electric load and distribution constraints.	EVSE Right-of-Way Policy
Food Systems Policy	Develop Strategic Policy Plan for Food Systems, including identifying goals, performance metrics and priorities. Conduct community engagement and outreach on proposed policy and initiative. Lead interdepartment team to implement plan, including developing 2012 workplan. Represent City at local and regional meetings, including the Regional Food Policy Council.	Strategic Food Policy Plan IDT workplan for 2012

Environmental Sustainability Coordination	Coordinate interdepartmental team to track activities and share information about City's environmental programs, policies and outreach. Conduct annual survey of environmental programs.	2012 Environmental Program Survey
Environmental Sustainability Communications	Maintain and update OSE website, and integrate the existing CGB website, to ensure it accurately captures all of the city's environmental programs, proactively work with communication staff in other departments to cross-post environmental programs on OSE and other departmental blogs, produce monthly e-newsletter highlighting environmental programs across multiple departments and identifying ways residents can get connected to the city's environmental services	Website that serves as environmental programs portal; Monthly e-newsletter; weekly blog posts; OSE annual report
<b>Sustainable Building, Resource Conservation</b>		
Sustainable Building Policy - Implementation	Provide oversight and technical assistance to assist capital departments in implementing the new sustainable building policy, including interdepartmental team coordination, staff trainings, and pilot projects.	Capital projects implement Sustainable Building Policy
Sustainable Building Policy - Private Projects	Following the work to update the Sustainable Building Policy for municipal projects, and working in tandem with the Climate Action Plan for building energy, develop a proposal for policies that will address the next level of green building regulations and incentives. Begin process to develop a sustainable building proposal for private projects that will broaden the scope of projects beyond a limited number of innovative projects and maintain-Seattle's role as a leader in green building.	Draft Policy Framework
Resource Conservation Management Plan & Municipal Building Energy Efficiency Coordination	Develop a resource conservation management plan that will establish energy and water efficiency goals for City buildings and outline a management strategy to meet those goals. Develop systems for monitoring City building performance.	Resource Conservation Management Plan; Database of City building performance
Energy Benchmarking Ordinance	Coordinate implementation of energy disclosure requirements. Work includes working with the utilities on automatic downloading of data, tracking compliance, conducting outreach and providing technical support and education, ongoing evaluation and improvements, and identifying how to best utilize the building energy use data that is collected.	Energy Use Disclosure by required buildings; Outreach & Training; Enforcement Strategy

Outcome-Based Energy Codes	Continue work begun in 2010 to assist the Preservation Green Lab, including: development of a proposal for an outcomes based energy code and implementation of two pilot projects. The code would provide a compliance path that addresses the actual energy use of a building once in operation.	Outcome-based code proposal; two pilot projects
Seattle 2030 District	Working closely with the 2030 District and DPD Operations, develop baselines, targets and strategies to achieve 50% energy and water use reductions by 2030 in downtown neighborhoods. Coordinate energy efficiency contracting and permitting assistance.	Streamlined permitting for 2030 Projects; District Dashboard to track energy use
EECBG Formual Grant	Continue to implement, monitor, and report on the \$6.1 million formula allocation of the Energy Efficiency and Conservation Block Grant’s activities that conserve electricity and natural gas in the built environment. Remaining projects include Homewise weatherization, improving a trolley bus network, and the second phase of the energy disclosure ordinance. Prepare and submit monthly and quarterly reports to DOE. Participate in EECBG subcommittee quarterly meetings.	Achieve all grant outcomes by August 2012.
<b>Community Power Works</b>		
	<u>Single Family</u> : Continue to implement CPW for Home program. Streamline audit to retrofit process with Cascadia Consulting, Fluid Market Strategies, Energy Savvy, Earth Advantage Institute, High Road Contractor Pool, and Enterprise Cascadia. Develop seasonal incentive packages designed to attract and motivate customers. Implement marketing/outreach efforts in SE Seattle, including billboard ads, local media buys, and outreach to community stakeholder groups. Work with Seattle City Light to develop "online audit" tool as marketing/educational tool for Seattle residents. Develop and implement program realignment measures if necessary to meet grant goals.	1000 homes retrofitted

CPW Program Delivery	<p><u>Small Business</u>: Continue to implement CPW for Small Business program. Outreach to community business groups to increase demand. Streamline audit to retrofit process with Cascadia Consulting, Fluid Market Strategies, Contractor Pool and Enterprise Cascadia.</p>	60 small businesses retrofitted
	<p><u>Large Commercial</u>: Work with MacDonald Miller, Cyan Strategies, William Justen, and Energy Efficiency Finance Corp. to continue to implement CPW for Large Commercial program. Focus on "high priority" properties through Washington Athletic Club marketing video and business outreach by William Justen.</p>	7 large commercial buildings retrofitted
	<p><u>Hospitals</u>: Implement retrofit measures approved through Carbon Reduction Incentive Fund (CRIF) Phase 1 process. Modify and implement CRIF Phase 2 process.</p>	3 hospitals retrofitted
	<p><u>Multifamily</u>: Work with Enterprise Community Partners and HomeWise to audit and retrofit multifamily units in the CPW target area.</p>	500 units retrofitted
	<p><u>Municipal</u>: Monitor implementation of 2012 municipal retrofit projects with FAS and Parks.</p>	3 buildings retrofitted
CPW Sustainability Plan	<p>Research into best practices to identify long term program sustainability options for CPW. Develop and begin to implement a strategic sustainability plan for Community Power Works.</p>	CPW Sustainability Plan
CPW Reporting, M&V	<p>Prepare and submit monthly and quarterly reports to DOE; Manage Washington State University Extension Energy Program (WSU-EEP) evaluation deliverables</p>	<p>Monthly and quarterly retrofit reports; Spring 2012 formative program evaluation; Large commercial and hospital case studies</p>