Sustainability and Climate Action Plan Development Schedule		2021						2022												
	Current Status	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Pre-Milestone Planning	COMPLETE																		<u> </u>	
Designate a sustainability coordinator	complete	_																		
Obtain Executive Director and Council buy-in	complete																			
Organize interdepartmental governmental team	complete																			
Form a Sustainability Commission	complete																			
Develop a work plan for planning process	complete																			
Develop a work plan for public outreach	complete																			
Kick off Sustainability Commission meetings	complete																			
Gather ideas for the high level goals/scope of the plan	complete																			
Launch and publicly announce the planning process	complete																			
Milestone 1: Conduct Sustainability Assessment	IN PROGRESS																			
Begin to define the high level goals/scope of the plan	complete																			
Review existing Delco/PA plans (Delco 2035 Plans, PA CAP, etc)	in progress																			
Inventory existing sustainability measures (County opertions)	in progress																			
Gather and analyze data for the assessment to define key issues	in progress																			
Solicit ideas from the public/stakeholders on the goals, guiding principles, and																				
key challenges	in progress																			
Complete a climate vulnerability assessment																				
Complete a community-wide GHG inventory	in progress																			
Complete a county operations GHG inventory	in progress																			
Forecast business-as-usual emissions																				
Create a sustainability assessment report																				
Milestone 2: Establish Sustainability Goals																				
Define clear, relevant, measurable goals and emissions target																			<u> </u>	
Test the achievability of your goals by brainstorming possible strategies																				
Solicit ideas from the public for sustainability goals																				
Announce goals to the public (for Earth Day?)																				
Milestone 3: Develop Sustainability Plan																				
Develop and prioritize measures																				
Develop implementation and monitoring plans for each measure																				
Prepare for the public outreach process																				
Gather feedback on actions and implementation plans																				
Creat and outline and write the draft plan																				
Release a draft plan for public comment																				
Finalize, adopt, and release the plan																				

Milestone 4: Implement Policies and Measures							
Implement the measures in the plan and track implementation status						·	·
Implement, monitor and evalute climate action plan							
Institutionalize the planning process							
Define the future role of the sustainability commission							
Coordinate with a coalition of advocacy groups							
Milestone 5: Evaluate Progress and Report Results							
Review sustainability indicators and gather missing baseline data							
Develop an annual progress report to update the public							
Update the GHG inventory							
Update the public through communication channels							
Update the sustainability advisory board and key stakeholders							