

## ATTACHMENT A: Scope of Work

Grantee: City of Spokane

Summary: To create a sustainability strategic action plan for sustainable practices, incentives and policies/regulations across all city government programs and activities

Goals/ Actions/ Deliverables	Description	Start Date	End Date
<b>Goal 1.0</b>	Create a sustainability strategic action plan to help the city of Spokane prepare for the economic, environmental and social challenges of peak oil and climate change.		
Action 1.1	Form a task force on peak oil and climate change.	DOE	3/31/2008
Deliverable 1.2	Issues a press release regarding the initiative and task force and submit copy of draft press release to CTED.	DOE	3/31/2008
Action 1.3	Identify key local impacts and vulnerabilities related to the challenges of peak oil and climate change.	3/1/2008	5/31/2008
Action 1.4	Inventory current City efforts toward mitigating local vulnerabilities.	3/1/2008	4/30/2008
Action 1.5	Assess barriers to and opportunities for mitigating local vulnerabilities.	5/1/2008	8/31/2008
Deliverable 1.6	Draft of findings to be presented to Mayor and City Council regarding initial assessment of local impacts and vulnerabilities, issues and opportunities.	9/1/2008	9/30/2008
Action 1.7	Prioritize risks according to magnitude and probability.	9/1/2008	11/30/2008
Action 1.8	Identify steps necessary to enable implementation of actions designed to mitigate highly ranked risks.	11/1/2008	12/31/2008
Action 1.9	Conduct focus groups to provide peer review of task force findings.	2/1/2008	2/28/2009
Action 2.0	Research and create incentives to encourage the use of and remove barriers to practices likely to mitigate highly ranked risks.	9/1/2008	2/28/2009
Deliverable 2.1	Draft of report to be presented to Mayor and City Council on findings regarding how the City of Spokane can prepare for the uncertainties and mitigate the challenges of peak oil and climate change.	9/1/2008	2/28/2009
Deliverable 2.2	Draft proposed strategic action plan for how the City of Spokane can prepare for the uncertainties and mitigate the challenges of peak oil and climate change.	9/1/2008	2/28/2009

Goals/ Actions/ Deliverables	Description	Start Date	End Date
<b>Goal 1.0</b>	Create a sustainability strategic action plan to help the city of Spokane prepare for the economic, environmental and social challenges of peak oil and climate change.		
Deliverable 2.3	Issue a press release regarding findings and recommendations, and submit copy of draft press release to CTED.	9/1/2008	2/28/2009
Action 2.4	Monitor changing circumstances, reassess action steps to ensure continued appropriateness, and adjust as needed.	DOE	6/15/2009
Deliverable 2.5	Closeout Report due to CTED.	2/28/2009	6/15/2009