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Series/Staff Member: Roger Ballentine
Subseries:

OA/ID Number: 19508
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Folder Title:
Climate Change Administration Related Oversight/Strategy [2]

Stack:	Row:	Section:	Shelf:	Position:
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THE WHITE HOUSE
WASHINGTON

April 26, 2000

MEMORANDUM FOR JOHN PODESTA

FROM: ROGER BALLENTINE

RE: CLIMATE CHANGE PRIORITIES

*Roger —
I've started
my pics
Let's
discuss
TON*

Now that we are past Earth Day, I am focusing on our climate change agenda for the remainder of the year. In addition to the work we must do on both COP6 and our budget/tax proposals, there are several different possible areas where we could seek to make demonstrable impacts this year. Given limited time and resources, however, we must prioritize. I would like your view as to 1) what you think we should focus on, and 2) whether it is necessary and appropriate to solicit the views of the President and the Vice President.

Possible approaches include:

- * • Simply work to ensure maximum completion/progress on existing major initiatives (e.g., federal energy management, bio-energy, etc.);
- * • Focus on international energy market, clean energy exports and clean energy development. This is an area that combines the President's broader vision of development in the new century with some specific proposals/examples, highlighting companies that are doing this and spreading the message abroad;
- Focus on message of "bringing climate change home", highlighting ways the real people can make decisions that will help the climate (light bulbs, Energy Star, etc.);
- * • Focus on continuing to improve the federal government's environmental performance and energy efficiency. While we have done much here already, we could push contracting reform and perhaps other new ideas;
- Focus on the corporate world. We could keep pushing business to adopt a new mindset that marries environmental and economic priorities and measurements. We could focus on interaction with business leaders, and perhaps undertake an initiative with Wall St. and the financial community as to how environmental/climate impacts should be incorporated into standard financial evaluations of companies;

- *Focus on cars/CAFÉ.* This could be at least a two-part strategy. One, we could fight the CAFÉ rider (perhaps issue early veto threat), and second, we might propose reforms to, or a substitute to CAFÉ. This is obviously a volatile approach;
- *Focus on fuels.* We could decide that helping move our economy to one based on advanced fuels (hydrogen) is the single best thing we can do for the climate. We could push a "Partnership for a New Generation of Fuels", focusing on both product development and infrastructure problems;
- *Focus on diplomacy.* In addition to the preparations we must make for COP6, we could have the President focus on a climate message of making Kyoto a success. To some extent, this is likely to happen regardless, as we approach COP6, and it is also related to a focus on international clean energy. We have not, however, made it a domestic message priority;
- *Focus on Congress.* We could take a much more political and aggressive approach challenging Congress. This focus might include a budget showdown (although we are likely to get most of what we are asking for), a debate over a climate resolution, or some other vehicle.

We could certainly undertake a combination of these issues and perhaps others. I do, however, think it is important that we agree on some larger sense of what it is we hope to accomplish in the next nine months, and your input would be very helpful. Thank you.

cc: George Frampton
David Beier

BUDGET MEETINGS

Overall – David has suggested a list to Roger for a meeting with environmental and clean energy groups.

International – Jeff and Sam Baldwin organizing meeting for February 24

Bioenergy – Need to invite American Bioenergy Association, Sklar, David Hallberg of BioClean Fuels, National Corngrowers, Soybean Assoc., A&M Colleges, Cargill, Genencorp, Dupont and some others to a meeting.

Clean Air Partnership Fund – Jackie discussing with state air and energy officials. Large meeting is scheduled for March 23-24.

PROPOSED TAX MEETINGS

Homes – Need to discuss next steps with key players. Should we have one large meeting or a series of smaller discussions.

Biomass (new and existing) – American Bioenergy Association, Sklar, Bob Judd, US Biomass Power Producers Alliance, Rural Cooperatives, and others.

Co-Firing – Janet to set up meeting with utilities. Entergy, Cinergy, Southern, WEPCO, NRG.

Solar/Wind – David to discuss with Sklar/Swisher. We might include them in the meeting with the biomass folks, since the tax provisions are often linked, and Sklar has a biomass group. Keith Cole, too.

Methane – Claudia MacMurray, Eric Bach, Maria Zanes, John Skinner -- Solid Waste Association of North America, APPA.

Autos – Roger and Morley and Talisman should have a meeting with appropriate auto representatives.

Fuels Cells – David working with Jennifer Schaefer to set up a meeting.

Energy Efficient Equipment – Janet to talk with AGA about heat pumps and EEI for electricity, and to check with EERE about manufacturers.

CHP – Janet to talk with Trigen and EEI and AGA.

PARTICIPANT LIST (outside Agencies)

As of 11-22-99

Name/Affiliation	Fax Number
Joe Aldy, CEA	395-6870
Julie Anderson, WHCCTF	395-2311
Margot Anderson, USDA	690-4915
Peter Backlund, OSTP	456-6025
Roger Ballentine, EOP	456-1736
Ko Barrett, USAID	216-3230
Rosina Bierbaum, OSTP	456-6025
Paul Bledsoe, WHCCTF	395-3211
Ian Bowles, CEQ	456-2710
Rick Bradley, DOE	586-4341
Bob Cumby, Treasury	622-2633
Linda Delgado, USDA	720-5437
Elliot Diring, CEQ	456-2710
David Doniger, EPA	501-0986
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Paul Stolpmann, EPA	565-2149
Todd Stern, Treasury	622-0073
✓ Bill White, EPA	260-4052

— Does CEA analysis take things like
Bioenergy Initiative into account?
Not Hales' "bad"

CLIMATE CHANGE DIPLOMACY: THE ROAD TO COP-6

**November 23, 1999 – 8 a.m. – 12:30 p.m.
National Foreign Affairs Training Center, Room C3116
Arlington, Virginia**

NOTE: For clearance into the Training Center, or for directions, please contact Ms. Denise Goode or Ms. Lisa Sockwell, OES-EGC, at 202-647-4069

A G E N D A

- 8:00 – 8:30 a.m. Coffee in the Cafeteria (C Building)**
- 8:30 – 8:45 a.m. Opening Remarks: Frank Loy and David Sandalow**
- 8:45 – 10:15 a.m. Policy Issues**
- Mechanisms
 - Sinks
 - Compliance
 - Capacity Building
 - Compensation
 - Developing Country Participation
- 10:15 – 11:45 a.m. Diplomatic Strategy**
- Objectives
 - Strategy
 - Tactics
- 11:45 – 12:15 p.m. Interagency Process**
- 12:15 – 12:30 p.m. Closing Summary and Next Steps**



11/19/99

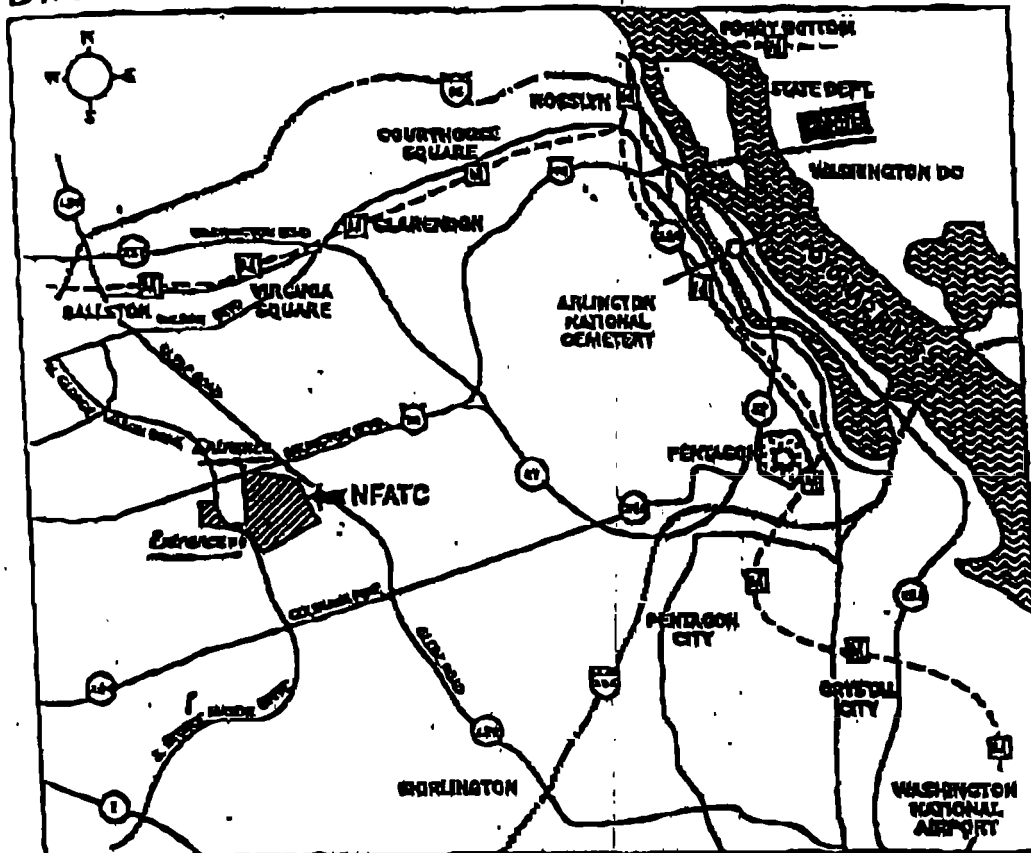
United States Department of State***Bureau of Oceans and International
Environmental and Scientific Affairs******Washington, D.C. 20520*****ADDRESSEE LIST**

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Dan Reicher, DOE	586-9260
Jeff Seabright, WHCCTF	395-2311
Todd Stern, Treasury	622-0073

(3 pages + cover)

*Directions for next Tuesday's meeting

Directions to NFATC



Directions. The NFATC is located at the junction of Arlington Boulevard (Route 50) and South George Mason Drive in Arlington, Virginia. Traveling south on Route 50 from Washington, D.C., exit on the right at George Mason Drive, turning left at the traffic light. Turn left again at the Arlington Boulevard service road, and enter the facility at the NFATC entrance on the right. Or, continue through the traffic light on South George Mason Drive to the NFATC entrance on the left at Sixth Street.

Transportation. Visitor parking is available at no charge in the visitors parking lot that is located adjacent to the Visitors Center. Temporary parking is available for longer durations; permits may be obtained at the parking program desk located in the Visitors Center lobby. No fee is charged for durations of one week or less; after one week a fee of \$1.50 per day is charged. Monthly parking permits are available for long-term residents (four weeks or more) for \$25/ month; applications should be made through the General Services Office.

A Campal Bulletin Board to assist persons in forming or joining camps is located in the Officers Building. By agreement with Arlington County and local citizens groups, no parking is permitted on S. George Mason Drive or in the neighborhood adjacent to the campus.

Public Transportation. Travelling by Metrolink, the closest station is Ballston on the Orange Line. From the Ballston Metro Station, the 22B (Pentagon) bus takes passengers by the bus stop at the NFATC entrance on South George Mason Drive and Sixth Street. From the Pentagon Metro Station, take the 22B (Seven Corners) bus, disembarking at the same bus stop.

Metrolink service is also available from the Rosslyn Metro station on the 4A (Oldmore) bus travelling southbound to the bus stop on Arlington Boulevard (Route 50) from which you must walk across the highway overpass and enter the facility through the Arlington Boulevard entrance. Travelling northbound from the bus stop at the Arlington Boulevard entrance, take the 4A (Rosslyn) bus.

Shuttle Bus Service. State Department shuttle bus service is available every 20 minutes throughout the work day between Main Station and the NFATC.

Access to the Facility. Individuals who have a State Department ID badge may enter the facility through any one of the card reader access points along the inner perimeter fence. Those who do not have a State Department ID badge must enter the facility at the Visitors Center. Identification must be presented to the receptionist at the Visitors Center for admittance.

**DIRECTIONS TO
THE NATIONAL FOREIGN AFFAIRS TRAINING CENTER
4000 ARLINGTON BOULEVARD**

Please note: there are two entrances to the facility, one on Route 50 eastbound (via service road), and one on George Mason Drive.

From Washington, DC:

- (1) **From Downtown:** Constitution Avenue to Roosevelt Bridge into Virginia; take Route 50 West bound; exit (to the right) at George Mason Drive (just after passing under Glebe Road); turn left at traffic light on to George Mason; pass Army National Guard Readiness Center on your left; entrance to the National Foreign Affairs Training Center on your left.
- (2) **From 395 Southbound (toward Virginia:** Take Washington Boulevard exit to Route 50 West; exit (to the right) at George Mason Drive (just after passing under Glebe Road); turn left at traffic light on to George Mason; pass Army National Guard Readiness Center on your left; entrance to the National Foreign Affairs Training Center on your left.

From Virginia:

- (1) **From Falls Church/7 Corners:** Take Route 50 East bound; exit (to the right) at George Mason Drive; turn right at traffic light on to George Mason; pass Army National Guard Readiness Center on your left; entrance to the National Foreign Affairs Training Center on your left.
- (2) **From 395:** Take Glebe Road North exit; left on to Route 50 (Arlington Boulevard) at Glebe-Route 50 intersection; stay in right lane, immediate exit to George Mason Drive; turn left at traffic light on to George Mason; pass Army National Guard Readiness Center on your left; entrance to the National Foreign Affairs Training Center on your left.

GETTING AROUND

The master plan for the NFATC includes ten buildings, two of which, the Diplomatic Security Training Building and the Child Care Center, have yet to be funded for construction. Buildings now located on the site include:

- A - The Visitor Center, housing the central security office and reception area for visitors.
- C - The Cafeteria Building, housing cafeteria, auditorium and conference/classrooms.
- D - The Field House, which has men's and women's locker rooms, a basketball court, and two exercise/weight rooms.

E - The Old Main Building, housing the Health Unit on the lower level, the Overseas Briefing Center, The Senior Seminar, and faculty offices of the School of Language Studies.

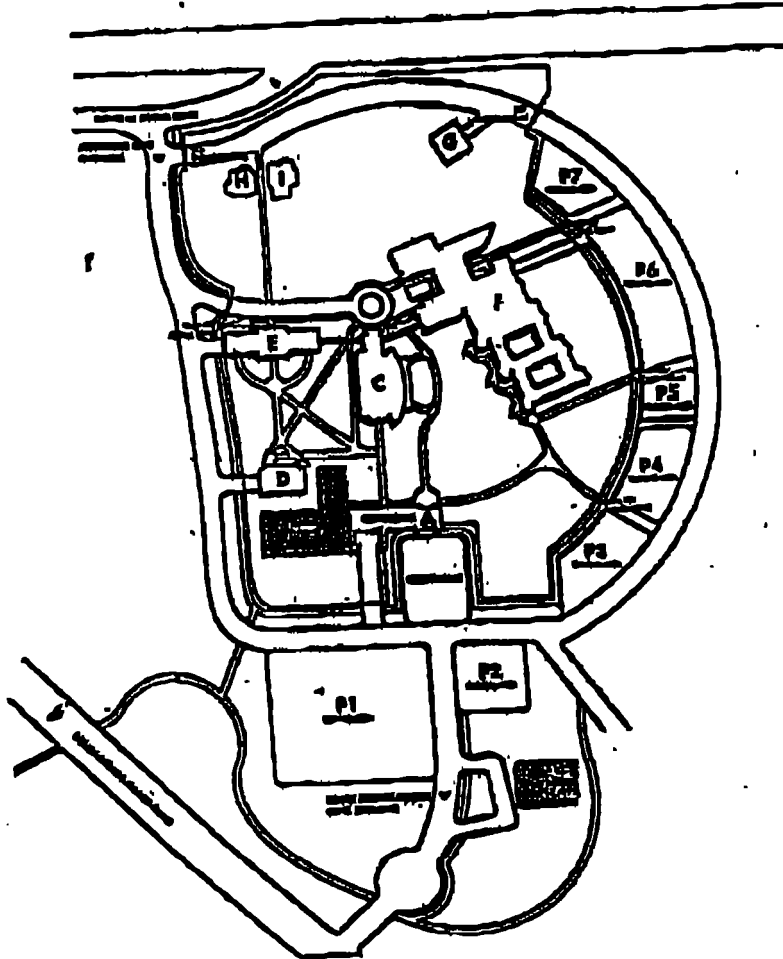
F - This multi-level building houses the Office of the Director, the Office of the Executive Director for Management, the School of Professional Studies, the School of Area Studies, and the School of Language Studies.

G - The General Plant.

H - Facility Management Office

I - Campus Houses the Facility Management staff, future Special Studies Facility.

Maps are located on the walkways between the main buildings and on the walls inside the main buildings. Maps are also available as handouts in the Visitor Center lobby.



Room C 31116

Issues Related to Buenos Aires Plan of Action

Established Positions

Need Policy Guidance

Need Technical Work

Mechanisms

General:

- | | | |
|---|---|--|
| ☐ No quantitative caps on mechanisms | ☐ ODA in the CDM | ☐ How are ERUs, CERs and assigned amounts "fungible"? |
| ☐ No limits on use "hot air" | ☐ How much do we want to push for equivalent treatment of the bubble and the other mechanisms? | ☐ Where do we put the registry requirements, under 7.4 or under each mechanism? |
| | | ☐ Can/should non-Annex I Parties maintain own registries? |

Liability:

- | | | |
|---|---|---|
| ☐ No buyer liability | ☐ Seller+ liability? | ☐ Possible approaches to seller+ liability |
|---|---|---|

Share of proceeds:

- | | |
|--|---|
| ☐ Small share of proceeds from CDM for adaptation, administration | ☐ How is the share of the proceeds administered? |
| ☐ No "share of the proceeds" on other mechanisms | |

Measurement/Reporting requirements:

- ☐ Must comply with Arts. 5 and 7 to be eligible for mechanisms
- ☐ What should constitute compliance with Arts. 5 and 7 for mechanism eligibility purposes?

Other CDM issues:

- ☐ Only environmental additionality tests for CDM, i.e. no financial additionality
- ☐ Sink activities included if meet CDM requirements
- ☐ No regional quotas, or fund to promote regional equity
- ☐ No sustainable development criteria
- ☐ Non-Annex I countries must submit national communications to participate in CDM
- ☐ Can we expect SBSTA/SBI to develop, for agreement by COP-6, all of the detailed rules on technical, operational issues?
- ☐ Do we want to draw a link between the sink activities eligible for credit under the CDM and the sink activities included under Articles 3.3 and 3.4?
- ☐ Who develops and agrees on standardized methodologies for baselines/benchmarks?
- ☐ How, by whom and when are baselines/benchmarks adjusted?
- ☐ Registration of projects
- ☐ Technical criteria and procedures for certification of emission reductions
- ☐ Selection/accreditation of operational entities
- ☐ Level and frequency of independent auditing
- ☐ How much liability/responsibility should the operating entities have?

Other emission trading issues:

- ☐ Private sector may engage in emissions trading

Other JI issues:

- ☐ Two track approach
- ☐ How do we deal with yellow light under Art 6.4?

Compliance

- ☐ Binding consequences for exceeding targets
- ☐ "Automaticity"
- ☐ Subtraction of tons, possibly combined with voluntary fund
- ☐ No mandatory financial penalties
- ☐ All aspects of compliance system, not just facilitative aspect, agreed by COP-6
- ☐ Penalty rate for subtraction of tons?
- ☐ Elaborate details of enforcement procedure
- ☐ Composition of compliance bodies

Sinks

- ☐ Goal of comprehensive carbon sink accounting
- ☐ Additionality test for new sink activities?
- ☐ Gross-net or net-net accounting of new sink activities?
- ☐ Any limitation on additional sink activities in first commitment period?
- ☐ Do we want to draw a link between the sink activities eligible for credit under the CDM and the sink activities included under Articles 3.3 and 3.4?
- ☐ Definitions of reforestation (implications for US of FAO vs. IPCC definition)
- ☐ Development of data and information on various new activities & definitions
- ☐ Possible criteria for decisions on definitions, additional activities
- ☐ Analysis of additional sink activities

Monitoring, Reporting, Review

- ☐ Adjustments are only to correct inventory deficiencies
- ☐ Intensified review process for inventories and other quantitative information that increases level of scrutiny if potential problems detected
- ☐ Determination of what constitutes non-compliance with Arts. 5 and 7 for mechanism-eligibility purposes
- ☐ Can we accept elaboration of just 5.1, 5.2, 7.4, and 8.1 by COP-6?
- ☐ Methodologies for applying adjustments
- ☐ Procedures for verification of reported emissions
- ☐ Elaborate linkage between Art. 8 review process and non-compliance regime

Capacity Building/Technology Transfer

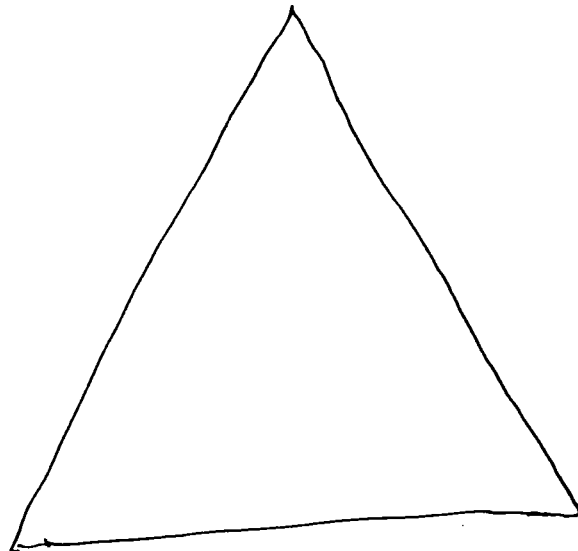
- | | | |
|---|---|---|
| ☐ No new institutions, mechanisms | ☐ What additional efforts can we devote? | ☐ Assessment of capacity-building needs, particularly with respect to the mechanisms |
| ☐ Draw on existing resources | | |
| ☐ No implied extension of existing commitments | | ☐ Assessment of gaps in existing capacity-building activities |

4.8/4.9

- | | | |
|--|---|--|
| ☐ No compensation | ☐ What additional action can we take for most vulnerable/LDCs? | ☐ Analysis of effects of response measures |
| ☐ Highlight needs of most vulnerable/LDCs | | ☐ Better geographically specific understanding of effects of climate change |
| ☐ CDM share of the proceeds only to address adaptation to climate change, not response measures | | ☐ Enhanced adaptation tools and technologies |

3 Political Forces

Keep the cost low



Make Sure
the level of
effort in
1st budget period
is big

Make Sure
the ~~cost~~
system has
integrity

USAID Activities In Support of USG Diplomatic Priorities for COP-6

Diplomatic Objectives	Activities Underway	Budget (millions)	Activities Planned	Opportunities
1. Avoiding Isolation				
2. Preserving the Unity/Purpose of the Umbrella Group				
• Russia	ROLL – Energy Efficiency ROLL – Forestry CFC Initiative w/WB, EPA	3 1.2 2		
• Ukraine	Power Sector Restructuring Municipal Energy Efficiency Climate Change Policy	3.38 0.6 1.4	- Kuchma-Gore Bi-national Commission CC Working Group - Support for Inter-ministerial CC Committee and JI project development office	- Use Bi-national Commission to further diplomatic agenda - Coordination with Canadians on project activities
3. Encouraging G-77 Moderates				
• General	Climate Change Training Climate Change Reports	1	- Monitoring and Verification – Land Use U.S. (Apr.) - Economic Modeling U.S. (May) - CC Project Development U.S.(Mar) - V&A CSP Wkshp (Apr) - HIID CC Training	- Support key participants to garner support - Target expanded agendas to address diplomatic objectives - Studies on use of ODA, quantifying market for climate-friendly investment - Adaptation technology study - OECD DAC Cooperation

¹ Provides opportunities for advancing Diplomatic Objective 5: continuing education efforts on domestic action.

• Africa	TCAPP/CTI/CSP -SADC Climate Change Training Courses Support for SA National Climate Change Committee	0.25 0.3	- Follow on to Africa Ministerial -capacity training for negotiators w/UNEP, finance ministries and business - Economics of CC courses in Zimbabwe (Jan) and Senegal (Feb – Mar) - Bi-national Commission CC Working Group - AIJ/CDM possibilities study - CAR Wkshp	- High-level follow on to Africa Ministerial w/ OSTP, CEA – Uganda? - Possible DA cooperation w/ Dutch, - Possible DA cooperation Umbrella Gr.
• AOSIS	Private Sector Proposal Development and Training	0.1 0.05	- AOSIS Ministerial – Hawaii - Cook Island Wkshp	- Caribbean ‘bubble’ - Island trade mission
• Brazil	TCAPP w/ EU cooperation			Inform new Env. Minister on sinks/CDM
• Central America	CCAD Policy Support	1	• Develop CC Strategy	
• Egypt	TCAPP Bi-national Commission Env. Working Group – CC Wrkshps w/ CSP, EPA	0.2	- Tech Transfer Wkshp - Gore-Mubarak Bi-national Commission – Tech transfer	- AIJ/CDM pilot - Support for possible Secretary’s Statement
• India	Indo-U.S. Business Dialog on Climate Change	2	- Follow-up to U.S. – India Joint Cooperation Memo - TCAPP - CC Center of Excellence	- Presidential visit (Spring) - AIJ/CDM projects
• Kazakhstan	Regional CC/H2O Policy	2	Continue support for CC target	- Expand target activities to other CAR countries - Ministerial
• Latin America		0.1	- Negotiators training - Andean CDM Wkshp	Ministerial
• Mexico	TCAPP Climate Change Policy Bi-national Commission	0.2	Develop CC Strategy	CDM baseline support

4. Enhancing Meaningful Participation				
• Africa (Southern)	TCAPP/CTI/CSP -SADC South Africa Climate Change Central Africa Reg. Env. Safari 2000 Monitoring w/NASA Forest Conservation – Madagascar Nat. Resource Cons. – Uganda West African Gas Pipeline	0.35 5 3 3.5 5	• SA climate monitoring, landfills/waste management, energy efficiency, climate-friendly economic development	• Private Sector Project development w/OPIC • TCAPP success
• AOSIS	Caribbean Initiative Renewable Energy - DR	up to 30 4	• CDM regional baseline analysis and training	• Private Sector Proposal Follow-up w/ OPIC, EXIM
• Bolivia	Sustainable Forest Management	5	• Regional CC Wkshp	
• Brazil	Forestry, Park Protection Renewable Energy, Energy Efficiency TCAPP w/ EU	5.2 0.8 0.2		• TCAPP success
• Central America	Forest Management Panama Canal Watershed Dev Hurricane Mitch Reconstruction	7 1 2.5		• AIJ/CDM/TFCA project
• Egypt	Cairo Air Improvement Environmental Policy Project Energy Efficiency	2.1 5.5 2		• Natural gas conversions as lead to tech transfer, voluntary target
• India	Greenhouse Gas Prevention Energy, Industry & Cities	8	• Delhi electric vehicles • Urban roundtable	
• Kazakhstan (CAR)	Regional Power Initiatives Oil/Gas Regulations	3 1		
• Mexico	Forest/Park Protection Environmental Management Project Cities for Climate Protection	2.35 2.65 0.1	• Climate Change Strategy • Fires Conference	
• Southeast Asia	Southeast Asia Regional Initiative U.S. Asia Env. Partnership Indonesia Clean Energy Philippines CC Mitigation TCAPP - Philippines	3 6.1 1 6 0.2	• GHG reductions through energy efficiency, tech transfer • TCAPP - Indonesia	• Philippines sink opening • TCAPP success



Jefferson B. Seabright

11/09/99 12:36:07 PM



Record Type: Record

To: Roger S. Ballentine/WHO/EOP@EOP

cc:

Subject: OVERSIGHT AGENDA

ROGER: DAVID AND I PROPOSE THE FOLLOWING ITEMS FOR THIS PM'S AGENDA.

1. BONN: ~~DOWNLOAD AND NEXT STEPS (HILL BRIEFS, INDUSTRY, NGOS; WORK PLAN FOR ROAD TO COP 6).~~

2. ~~2000 BUDGET UPDATE~~

3. ~~2001 BUDGET PROCESS: APPROPS, TAX ON DOMESTIC (BIOENERGY, POWER PLANTS, TRANSPORT) AND INTL (PCAST PLUS).~~

4. STATE OUTREACH: NASEO, ECOS, NARUC, STAPPA/ALAPCO. WE PROPOSE HAVING DOE AND EPA SUPPORT 2 JOINT MTGS OF STATE OFFICIALS IN DC IN JAN/FEB AND IN MAY/JUNE. WILL GET PAPER TO YOU ON THIS.

AOSIS

~~Early Credit~~

~~Utilities/Leaky~~

~~Hill follow up Bonn~~

Hill - General

WTO/68/Pascott etc.

~~Greening/Transportation~~

my problem

THE WHITE HOUSE

- Utilities
 - Clean energy group
 - Jeffords
- AOS/S
- Events
- Industry
 - steel
 - cement
- Tax
 - Housing/Goldstein etc.
- CDBS
 - press packet
 - message
- Early Credit

Events

- Cyber Summit @/or other - pre cap
- Local action
- Greening
 - cap headwaters
 - Home Depot
 - local govt thing
- Trans. EO event

CLIMATE OVERSIGHT MEETING

October 19, 1999
115 OEOB

- **COP 5 Update**
- **Update on Initiatives**
 - **Greening**
 - **Transportation EO**
- **FY 2000**
 - **VA-HUD/E&W**
 - **Interior Bill**
- **FY 2001**
 - **Tax Package**
 - **Appropriations**
- **New Initiatives/SOU/Other**
 - **Utilities**
 - **International Energy Development/Technology**
 - **EPA Petition**



Jefferson B. Seabright

10/18/99 01:07:22 PM



Record Type: Record

To: Janet Anderson/WHCCTF/EOP@EOP, Julie M. Anderson/WHCCTF/EOP@EOP, David Gardiner/CEQ/EOP@EOP

cc: Roger S. Ballentine/WHO/EOP@EOP

Subject: Follow up on 2001

Below are my notes on follow up to our discussion this am on 2001 budget ideas:

Bioenergy/Global PCAST:

1. Jeff to get bioenergy and global energy/PCAST proposals to all by week's end. Need to start dialogue with OMB following week.
2. Janet to work on industry outreach on both bio and global post-Bonn with other players (like OSTP, DOE, USDA)
3. Julie to organize Hill outreach on bio and global post-Bonn.

Transport:

1. Janet to check with oil by end of week on clean fuels.
2. Janet to check with Linda Lance on PNGSUV.

Power Plants:

1. Janet to get conversion numbers from industry guys. When will this be available? End of week?

Tax:

1. Need Roger to call Todd on housing and holding our climate \$3.6 for 2001.
2. Julie to talk to Gheri on EV, homes and process for 2001.
3. Janet to look at CHP, steel and other industrials for ideas for 2001.
4. Jeff/Janet to see Chuck Samuels on Thursday.
5. Julie to share paper on Daschle.

OMB:

1. David to get Tucillo to do run through with us on CCTI 2001 base request.
2. What about "climate-related" spending in 2001?? Country Studies follow on??

Task Force Work Plan Autumn 1999

1. 2001 Budget / New Initiatives
Bioenergy
Utilities
Transport
PCAST Plus/Option 4

- angie - email /
- michelle re: bills
in WH.

2. Industry Consultations
NSR
Sector Reports
Company Leaders

3. COP 5
Communications
Policy
Coverage

4. Legislative
2000 Approps
Riders
Tax
Early Credit
Bioenergy

make sure Julie get clearances
Todd - David.

5. Outreach
Labor - Karen/
State/Local -
Ag/Forest -
Enviros -

6. Transport EO

~~7. EO Follow Up~~

8. Communications Plan / Events
Schools event
Greening of White House →

9. Climate News

10. WH Coverage

- World Bank -
- cyber - Blair / pre-COP5
- v.p. Address / LCV
↳ talk to Sallet re: EIA etc.



Jefferson B. Seabright
09/09/99 04:37:12 PM

Record Type: Record

To: See the distribution list at the bottom of this message

cc:

Subject: Week of September 6

Week of September 6:

Legislation:

- VA/HUD completed in House; no further action on Knollenberg
- Interior Senate floor
- Cloture voted down on Transport bill in Senate 9/9
- Holdren briefed staff of Byrd, Allard, Reid
- Communicate tax priorities to Treasury
- Letter to conferees on Knollenberg

Outreach

- Memo to RSB on GSA project

Communications:

- "Climate News" plan
- McKibben NYT op-ed September 4

Week of September 13:

Legislation:

- VA/HUD Senate floor?
- Meeting with Hill staff and RSB
- Conferees mtg at staff level
- Reicher testifying at Senate E&W subcom. on renewables

Communications:

- Draft Outline Loy speech by 9/14

Outreach:

- Meet with business on early credit support
- Society of Environmental Journalists/Seabright & Bledsoe 9/17
- BCSE Climate subcommittee 9/14; USEA Climate committee mtg 9/15

Deliverables/Events:

- POTUS NZ speech on environment 9/15
- VPOTUS ECO event in LA
- Plan for ICLEI/mayors event and deliverable
- Greening of White House/CFL event plan
- PEW early credit conference/ Monday and Tuesday

To: Roger Ballentine, Jeff Seabright, Elliot Diringer
Fr: Paul Bledsoe
Re: Draft Media Plan for September-November

As you know, Jeff, Jackie and others are already involved in developing a calendar of outside events, reports, etc.

I believe we can use this information to develop "issue momentum" by determining in advance the media impact of outside events then carefully selecting the timing of our own communications activities to shape media coverage.

This process seems to me as much qualitative as quantitative. We want a great deal of coverage generally on climate change, of course. But we also want to reach the right media outlets with the right message at the right time in such a way which will provide increased authority to our particular messages.

I believe getting strong editorials from the New York Times, Washington Post and USA Today in September will be the keystone regarding our most important themes for this fall:

- 1) underfunded appropriations as indicative of Congressional negligence on climate change issues (new Knollenberg);
- 2) increasing scope and clarity of science showing extent of climate change consequences now and over next decades;
- 3) growing number of technological solutions available if only we will invest in them wisely (PCAST, BioEnergy, etc.).

These editorials can hopefully provide extremely clear presentation of these themes, and will influence media and others. I will present a separate memo on these editorial board meetings, but they should include key columnists and climate change reporters as well.

Communications Events Sept-Nov

Note: We should decide soon on timing of our events (marked by *)

Sept. Thru Nov. -- NET/Turner Advertising Campaign -- A \$15 million ad campaign specifically about climate change science and consequences, but not mentioning direct political action. This huge campaign will clearly cause heightened interest throughout this period on climate issues. Anticipate articles at start of campaign (when is that Jeff?)

Sept. 16 -- Possible VP appearance at ECO Environmental Dinner in Hollywood.

Sept. 17 -- Environmental Journalists conference in LA. Seabright on Panel. Materials to distribute?

Sept. 20 ?? -- Endorsement of Kyoto Protocol by 500 Mayors and city officials. ICLEI/Ozone Action (checking on date)

* Sept 20-25 -- Editorial Board meetings with NYTimes, WaPost, USAToday. Ballentine.

Sept. 27-28 -- United Nations Special Session on Climate Threats to Island Nations

* Release Greening of the White House Report

* Transportation Executive Order

* EPA/DOE Energy Star Schools. (Browner, Richardson, Riley, Daley

Oct. 25-Nov. 5 -- COP5

Climate oversight

- Dev. Countries: back down from hard targets?

- our job is to get the best treaty we can and to submit it to Senate.

- "sticking to targets will never happen, so we are wasting our time, so why continue?"

- Can we sanction something less (such as non-binding targets or some other steps that can constitute "meaningful participation")

Q.3:

- Can we soften position on targets
 - transitional targets for emitters
 - blocks/measures/other for non big emitters.
- Can we put out idea of a safety valve now?

Task Force Work Plan Autumn 1999

1. 2001 Budget

**Bioenergy
Utilities
Transport
PCAST**

2. Industry Consultations

**NSR
Sector Reports
Company Leaders**

3. COP 5

4. Legislative

**2000 Approps
Riders
Tax
Early Credit
Bioenergy**

5. Outreach

**Labor
State/Local
Ag/Forest
Enviros**

6. Transport EO

7. Solutions Message: 3-4 state "solutions" events?

8. National Assessment outreach?

9. Other:

**Polling
Calendar
Mailing Lists
Qs and As
Validators**

— Do event, having working on this.

- Shelly



The Secretary of Energy
Washington, DC 20585

August 23, 1999

MEMORANDUM FOR THE VICE PRESIDENT

FROM:

BILL RICHARDSON

A handwritten signature in dark ink, appearing to read "BR", is written over the printed name "BILL RICHARDSON".

SUBJECT:

Climate Change Strategies for the Next Year

How to proceed over the next year on the issue of climate change is currently the subject of debate among the different agencies with an interest in this issue. In order to get the Kyoto Protocol ratified, we need a dual-track approach -- pursuing effective domestic and international strategies. I believe if we act aggressively now, we could consider submitting the Kyoto Protocol for ratification in 2001 and have a reasonable expectation of success.

As you know, the Byrd-Hagel Sense of the Senate Resolution stated that the United States should not enter into a legally binding agreement to reduce greenhouse gas emissions unless: (1) there would be no serious economic costs to the United States; and (2) developing countries agreed to take substantial steps to reduce their greenhouse gas emissions in the same time period as developed countries (generally viewed by Senators as adopting emissions targets). While the terms of the Byrd-Hagel resolution are not binding on the Administration, it is clear that the hurdle for ratification of the Kyoto Protocol will be quite high unless the conditions of the resolution are adequately addressed.

Domestic Concerns

The main thrust of this portion of the overall strategy is to reduce the cost to the United States of meeting the emissions targets contained in the Kyoto Protocol. We must be able to demonstrate that the United States can meet these emissions targets while maintaining vigorous economic growth. This strategy must involve efforts to address climate change issues during the upcoming budget discussions with Congress, as well as various policy initiatives that the Administration is or soon will be pursuing.

First, we need to be aggressive in our discussions with Congress on budget matters related to climate change. We must not let accusations that we are implementing the Kyoto Protocol prior to ratification deter us from seeking funding for



important environmental and energy programs. The budget discussions this Fall, covering Fiscal Year 2000, will provide an opportunity to frame the issue of global climate change as an increasingly important matter that should receive an appropriate level of attention from congressional appropriators. At this time, virtually all agencies are looking at inadequate funding levels for their climate change activities. In the Department of Energy, many of our offices have received indications from Congress that FY 2000 funding will be below FY 1999 levels and substantially below levels in the President's Budget Request. This is the year to press Congress to get serious about climate change funding and to support the Administration's request if we think we can successfully seek ratification.

In a similar manner, we need to think strategically about the Fiscal Year 2001 Budget Request. We should pursue increased investments under the Climate Change Technology Initiative (in line with prior year plans) and use the recent report from the President's Committee of Advisors on Science and Technology on International Energy R&D as support for further investments in these areas. This report demonstrates how important it is for the United States to promote the use of our companies' energy technologies in other countries. As in prior years, climate change should be one of the Presidential Priorities that gets specific attention in the Budget Request.

Second, this Fall we need to push our proposal for electricity restructuring legislation. This legislation, among all the policy initiatives we are pursuing, has the best chance of providing significant environmental benefits while making consumers better off at the same time. We estimate that the Administration's proposal would save American consumers at least \$20 billion per year by 2010 while reducing annual greenhouse gas emissions by an estimated 40-60 million tons of carbon equivalent (about 1/10 of the total reductions needed to meet our Kyoto Protocol target) by 2010.

Third, we must show the American public that the Federal government is making serious efforts to address climate change as well. The President has issued Executive Orders to substantially reduce energy use in Federal facilities and to increase use of bioenergy. We have established Energy Saving Performance Contracts for the entire country, so that private companies will invest capital in energy-efficiency projects in Federal facilities and be paid back out of energy savings, leveraging our scarce Federal budget resources. The Federal Energy Management Program at the Department will be a key player in spreading highly

effective energy efficiency techniques throughout the Federal complex. We need to raise the profile of energy efficiency efforts in the Federal government to show that energy savings can come from being smarter about energy use and need not require sacrifices in safety or comfort.

Fourth, we must set ambitious goals for the Nation to increase use of renewable energy technologies and to improve energy efficiency. The President set the tone by establishing the Million Solar Roof program. I have set a goal of generating 5 percent of the Nation's energy from wind power by 2020, an ambitious goal in our Wind Powering America program. And the recent Executive Order seeks to triple the amount of bioenergy used in our economy by 2010. These activities should be fully implemented and elaborated upon where appropriate (by adding new energy sources, for example). We have to show success toward meeting these goals over the next year to demonstrate their credibility.

Finally, we need to more successfully reach out to industry to engage them in taking steps to reduce their net greenhouse gas emissions. In my discussions with major oil and natural gas companies, I have seen a shift in position regarding climate change. Where once there was skepticism over the science, I now detect the beginnings of preparations for reducing emissions both here and abroad. We should be able to build upon the efforts of companies like BP Amoco to measure and reduce emissions in ways that encourage others to follow suit. I am willing to reach out to selected companies in this industry to challenge them to take steps to reduce their emissions as part of our national effort in this area.

If we can pull together these various efforts, we will be well on our way to meeting one of the conditions of the Byrd-Hagel resolution — meeting the emissions targets with “no serious harm” to the United States.

International Concerns

Our work in the international arena focuses on two items: getting the rules right in the Kyoto Protocol negotiating process and ensuring that developing countries “meaningfully participate” in the global effort to reduce greenhouse gas emissions.

Clearly, we need to demonstrate that the specific rules contained in the Kyoto Protocol address our need for market-based flexibility mechanisms. Specifically, we must avoid limitations or caps on international emissions trading and on the use of the Clean Development Mechanism (in which companies or countries can get

credit for deploying projects that reduce greenhouse gas emissions). We also must secure a reasonably expansive definition of sinks (whereby forestry and land management practices that sequester carbon dioxide are counted as reducing greenhouse gas emissions). Equally important is avoiding the addition of any “poison pill” provisions, such as paying compensation to oil-producing nations for reduced demand from activities to lessen emissions. The negotiating team led by the State Department continues to make progress. If we are not successful in this endeavor, however, there is little chance that the Kyoto Protocol can eventually obtain Senate ratification.

Regarding developing countries, we need to develop a “portfolio” of actions on the part of a range of countries to demonstrate their “meaningful participation”. We need some, perhaps ten, to voluntarily take on binding emissions targets (perhaps a growth target or an indexed target). Others, including the largest emitters, are unlikely to do so, but virtually all will have taken significant actions that we can point to that improve their environment and reduce emissions. Finally, we need to show that large numbers of countries recognize the problem of climate change and the need to take steps to address it. I have been working aggressively in each of these areas. At present, Argentina and Kazakhstan have announced their intention to voluntarily adopt emissions targets. We are working hard to bring on board a few other countries in the Western Hemisphere and Africa. We can be successful in this regard if we have a concerted inter-agency effort. Of the big developing country emitters, I have targeted India, China, South Africa, Brazil, and Mexico for special attention. In each case, the strategy involves getting the governments to recognize the importance of the energy-efficiency programs we have with them or that they are doing themselves as constituting climate change-related actions. I have used DOE’s participation in your bi-national committees to develop this message and I believe we could be ready to make the case that many of these governments are taking significant actions to address the issue of climate change. Finally, as I host regional energy conferences – we just held a very successful Western Hemisphere Energy Ministers Conference in New Orleans and I have plans for similar African and Asian programs – I consider it important to have these regions issue “clean energy statements,” similar to the one I signed with South Africa during the binational commission meeting. I was pleased with the language we were able to negotiate with the 30 countries in the Hemisphere in New Orleans, which recognized the right of developing countries to voluntarily adopt emissions targets. These statements will allow us to demonstrate that each

region as a whole is committed to taking actions to address climate change. I believe that, while none of these individual pieces alone constitute “meaningful participation” on the part of developing countries, put together, they make a very persuasive case.

Conclusion

The approach of pursuing dual domestic and international strategies on climate change provides us with the greatest chance of success in the climate change arena. I would be happy to discuss these proposals with you as we develop the Administration’s core strategies for this important issue.

cc: The Honorable George Frampton
The Honorable Leon Fuerth
The Honorable Roger Ballentine

To: Roger Ballentine
From: Jeff Seabright and Janet Anderson
Re: Industry Consultations
August 17, 1999

Summary:

This memo proposes a two track approach to next steps on industry outreach:

1. Invite all the industry sector points of contact with whom Todd and Dirk met to meet with the "new" team and also submit interim reports ; and
2. Initiate a program for White House recognition of individual companies who are leading the way in reducing emissions.

Industry Consultations:

The objective of the industry consultations begun last year was to get agreements from an industry sector to take voluntary actions. Four areas were presented:

- inventory of direct emissions and plan for ongoing measurement
- options review for practices/technologies to reduce emissions
- stretch goal for emissions reductions; and
- action plan for meeting goal

No industry sector has been able to reach consensus to enable them to adopt a stretch goal. Valuable staff work continues among DOE, EPA, and industry advancing the knowledge base and agreement on the inventory/measurement and options review issues. The process has also improved the government's credibility with industry, but many are wondering where this effort is heading.

We should bring some closure by writing to each of the industry sector leads and inviting them to meet individually with you, me and Janet to review where they are and ask them to submit an interim report on baseline assessment, forecast emissions growth and the range of policy options to address further action. We would likely get some positive responses from aluminum, steel, pulp and paper, cement and electricity. We could indicate we want this input as we move to the 2001 budget. I think we can expect some positive inputs – like the EEI report – which can help show that we are engaging positively with industry on common sense solutions.

Acknowledging Industry Leaders:

A number of individual companies in a variety of sectors (e.g. Holnam in cement, Bethlehem Steel, etc) have expressed at least some degree of interest in entering into an agreement with the Government to deliver on the four items. In evaluating next steps for the consultation effort, the option of pursuing agreements with individual companies is an attractive one. It would send a signal that companies can do well and do good, and prod other less progressive companies to consider taking action.

Part of the appeal for companies to make a commitment is the public relations benefit they can obtain. To recognize these companies' actions on the issue of climate change, a Presidential *Climate Leadership Circle* (or some form of recognition) would be created. This would serve as

an inaugurating event as well as a carrot for other companies to join. The Circle could meet annually to share success stories and opportunities for improvement, learn the latest advances in climate science, and become familiar with new technology developments.

These companies would be environmental leaders and serve as models for other companies in their industries. They would demonstrate to them (and other stakeholders) that is possible to take steps to address climate change while continuing economic growth and that companies serious about their future believe climate change is a serious issue. A group of these companies would also provide mass behind the push for early action credit and bring a new seriousness to climate change policy debates.

Next Steps:

1. Send letters to all industry leads and set up meetings for early September.
2. Vet idea of Climate Leadership Circle within White House and identify candidates and guidelines by mid-September. Possible announcement at Earth Technology Forum September 27.

MEMORANDUM

TO: Roger Ballentine
Jeff Seabright

FROM: John Gibson

DATE: August 17, 1999

RE: Anticipated Writing Tasks, September 1999 through March 2000

At Jeff's suggestion, I've tried to put together a notional list of what I anticipate to be some of the larger writing tasks between now and the end of March. This list can serve both as a guide for my remaining energies and time (if I depart) and as a planning tool for both of you.

1. Preparation of domestic materials for COP5. The scope of this project needs to be determined with input from David Sandalow and others. Last year we prepared a lengthy set of papers attempting to describe every significant domestic climate change program. It included an 8 page summary and 1-2 pagers on every individual program. Writing, editing, clearing and producing these materials consumed the better part of two months. Updating last year's materials would not be so onerous – maybe 50% of someone's time over 3 weeks. On the other hand, no one thought that last year's materials were particularly compelling or effective in convincing the intended international audience so maybe we should try a different approach. In retrospect, the fault was probably not with the papers per se, but rather with the policies themselves and our presentation of them. David Gardiner has suggested, for instance, that we should perhaps do a briefing on our domestic program rather than simply hand out materials. *A decision to go forward and in what direction here should be made in the context of an overall COP5 communications strategy.*

2. Drafting of scene setter op-ed/speech for COP5. Last year Elliot, Martha and I worked hard on a pre-BA op-ed and speech for Stu, setting (i.e., lowering) expectations, laying out the issues and possible accomplishments. Stu's shop was happy to give us a very large hand in crafting these; I don't know how Frank is getting his writing done. I can check with Nigel.

3. Other COP5 written materials? Last year we also had one page handouts on CDM, JI, trading, CDM, compliance, sinks, etc. for distribution at the USIS press table. Again, these could probably be freshened up without too much work, but a decision to go forward on this should be made in the context of an overall COP5 communications strategy.

4. Frank's speech at COP5. Again, scope of Task Force/White House responsibility unclear. If we are *not* drafting this, it would be wise to meet early with whoever is and come to closure on themes, etc. Recommend agreeing on this at least 2 weeks out and coming to Bonn with a solid draft that has already been through inter-agency review at least once. Speeches should not be written the way last year's was (15 people sitting around going through line by line at 2 a.m. the night before).

5. **Post-COP5 op-ed.** Again, scope of Task Force responsibility unclear.

6. **COP5 State Department Fact Sheet.** After Kyoto and again after BA, the Task Force drafted and cleared through State a 3-5 page fact sheet telling interested parties what happened and the U.S. perspective on it. Quite time consuming and laborious (the lawyers hop all over this one).

7. **State of the Union.** At the very least, we'll be expected to provide a paragraph and a one-pager outlining the President's climate change initiatives set forth in his State of the Union.

8. **FY01 Climate Budget Package.** Every year as part of the climate budget roll-out, the Task Force has put together a quite lengthy (12-17 pages) set of papers summarizing each component. It should get easier every year, but this is potentially a very big undertaking that can easily consume almost all of one person's time for up to three weeks.

Miscellaneous: Of course, this list is not exclusive and does not include paper for Presidential or Vice Presidential events, budget/rider battle press papers, or other contingencies.

Cc: Paul Bledsoe
Elliot Diring
David Gardiner
David Sandalow

CLIMATE CHANGE FILES

ADMINISTRATION RELATED

Climate – CAPF
Climate – Oversight/Strategy
Climate – Testimony/Admin. Statements

ASPECTS OF CLIMATE CHANGE

Climate – Agriculture/Sinks/Land Use
Climate – Bioenergy
Climate – Coal
Climate – Oceans/Coral
Climate – Wind

BUDGET/FINANCE

Climate – Budget/Approps FY 2000
Climate – Budget/Approps FY 99
Climate – Econ. Analysis
Climate – FY 2001
Climate – Tax

HILL

Climate – Bills/Related
Climate – Correspondence/D.C.'s
Climate – DoC Requests/Hill Q's
Climate – Floor Debate
Climate – Riders
Climate – Votes/Vote Counts/Targets

INTERNATIONAL

Climate – BA Related
Climate – Bonn Related
Climate – CDM/JI
Climate – Chile
Climate – Developing Countries
Climate – Protocol/FCCC/Amends
Climate – Trade/Int'l Coop.
Climate - Trading

OTHER

Climate – CAFÉ/Clean Cars/Fuels
Climate – Credit for Early Action
Climate – Compliance
Climate – Contact Lists

Climate – Diplo. General
Climate – ECA/MDB -Related
Climate – Equity/Compen.
Climate – Fed. Energy Use/Transport.
Climate – General Background
Climate – Health
Climate – Industry
Climate – Industry Consultation
Climate – Issue Papers/Talking Points
Climate – Labor
Climate – Legal/Issues
Climate – NGO/?????
Climate – National Security
Climate – PATH/Housing
Climate – PCSD
Climate – Pepco/GSA/Capitol Region
Climate – Press/Arts Clips
Climate – Science
Climate – Utilities
Climate – Wildlife/Parks/Habitat



Gardiner.David@epamail.epa.gov
06/22/99 02:33:59 PM

Climate-
Admin/Org.

Record Type: Record

To: Roger S. Ballentine/WHO/EOP

cc:

Subject: list

DOMESTIC

Budget ? CCTI spending

General

Appropriations for DOE, EPA, HUD, Commerce, Agriculture
funding
riders and other policy issues ? Kyoto implementation,
performance goals
CAFÉ rider

Buildings

Energy Efficient Appliances and Products
Energy Star Products
Energy Efficiency Standards
Energy Star Buildings
Energy Smart Schools
PATH

Transportation

Partnership for a New Generation of Vehicles (PNGV)
Light and Heavy Trucks
Biofuels
Transportation Partners

Industry

Industries of the Future - Aluminum, glass, chemicals, forest
products, petroleum refining, steel
Combined Heat and Power Systems (CHP)
Voluntary Industry Partnerships ? Climatewise, Aluminum Industry
Partnership
Agriculture and Forestry

Electricity

CAST

- Photovoltaics, including Million Solar Roofs
- Biomass
- Wind Power
- Hydrogen
- High Temperature Superconductivity
- Nuclear Power Plant Extension
- Hydro

Carbon Sequestration

- Enhancing Forest and Farmland Sinks
- Enhancing geological and oceanic storage

Other CCTI

- State and Local
- Developing Countries
- Policy Analysis

Budget ? CCTI Tax

Homes and Buildings

- tax credit for energy-efficient building equipment
- tax credit for energy efficient homes
- tax credit for rooftop solar

Transportation

- tax credit for fuel efficient hybrid vehicles
- tax credit for electric or fuel cell vehicles

Renewable Energy

- extend wind and biomass credit
- expand eligible biomass sources
- coal-biomass co-firing

Industry

- combined heat and power (CHP)

Non-CCTI Funding

International Funding

- AID Program
- Global Environmental Fund

Other Climate-Related Investment

- Clean Air Partnership Fund
- Clean Coal and Natural Gas
- Low Income Weatherization and State Energy Grants

Agricultural and Forest Conservation Programs
U.S. Global Change Research Program

Legislation

defensive work ? answers to Hill questions, document searches, hearings
Lugar Bioenergy bill
Chafee and Lazio bills
Murkowski bill
positive outreach to build support

Electricity Restructuring

Renewable Portfolio Standard
Public Benefits Fund
Emissions Right-To-Know

Outreach

Industry

Utilities ? rationalizing Clean Air and climate, hydro and nuclear
licensing, Landfill methane recovery
Cement ? DOT preference for climate-friendly, blended cement
Pulp and Paper ? biomass and black liqueur
Steel ? clean coke tax incentive
Gas Pipeline Permitting
Aluminum -- Advanced Electrodes commercialization
Transportation
CAFÉ rider
Auto emissions and Tier II standards
Clean fuels and oxygenated fuels

Agriculture
Labor
Environmentalists
Religious leaders
Foundation executives

Federal Energy Efforts

new Executive Order on buildings
new bioenergy Executive Order
Pepco/Trigen project ? CHP for National Capitol Systems
transportation Executive Order
federal procurement

Economic Analyses

CEA report

- DOE Five Lab Study and subsequent reports
- USDA analysis
- State and local study of ?what?s working?

Improving Science

- Regional Assessments
- Third Assessment Report from IPCC due in 2000

INTERNATIONAL

Flexibility Mechanisms

- Trading
- Clean Development Mechanism
- Joint Implementation

Sinks

- Policy Process
- IPCC assessment due in spring, 2000

Compliance

Developing Country Participation

Diplomatic Efforts

- Umbrella
- EU
- G-8
- developing countries

Clean Energy Exports

- PCAST report
- Commerce Dept. export strategy

Other

- MDB/Export Credit
- Bunker Fuels ? ICAO Process
- Military Emissions

John D. Gibson
06/11/99 12:55:34 PM

Record Type: Record

To: Roger S. Ballentine/WHO/EOP@EOP, jseabright@usaid.gov @ inet
cc: Elliot J. Diringer/CEQ/EOP@EOP
Subject: Climate/Task Force ideas

In response to both of your requests I am writing down a few ideas I have about the future of the Task Force and the White House climate operation in general.

My primary responsibility has been to meet any writing requirements that come down the pike. Since this has been largely a reactive process, it is a little difficult to formulate my thoughts in terms of "Short Term" and "Long Term" goals & tasks, but I'll try. Obviously, on many of the items listed below I would share responsibility with the new communications director.

Short Term Goals/Tasks:

1. Help fill communications director slot.
2. Get mailing out to validators that includes an update on recent climate developments and Administration actions; 10 Good Answers to 10 Tough Questions piece and, potentially, draft op-eds. (We talked about this project but never executed it.)
3. Write/edit/collect materials for another large mailing in the Fall to opinion leaders around the nation.

Long Term Goals/Tasks (October and beyond):

1. Helping to execute the communications ideas listed in Martha's memo or others that we decide upon.
-- One concept that we have kicked around a lot but never executed is localizing our communications and/or outreach efforts a bit. The idea here would be to hit smaller markets and not always go for the Post and Times for opeds and stories. This could dovetail with our efforts to highlight state and local initiatives as well as Cabinet secretary travel. If Richardson or Browner is going to be in Ohio or Colorado, for example, consider setting up a meeting with govt. officials/business leaders/activists concerned about climate and get some press on it, or get them to meet with an ed. board and talk about it. One way to focus our efforts (since we obviously can't try to get local press everywhere) would be to look to those states where we could conceive of eventually seeing support for Kyoto down the road.
2. Get materials written and edited for COP-5 (contents to be determined; last year you'll recall we put together numerous materials on various domestic climate change programs).
3. Write/edit and pre & post COP-5 op-eds that are needed.
4. Write/edit State Department Fact Sheet on COP-5.
5. Write materials for next year's climate budget roll-out.

Other general thoughts:

1. Task force needs to leverage resources more. Too often we get things done because we actually DO

them -- rather than working with agencies to conceptualize projects and then guiding agency implementation of projects.

2. Task force needs to be more nimble. Too often it seems that we miss opportunities while we pondered our next move. Part of this is probably unavoidable as we seek to protect the White House politically and as we coordinate among many agencies. But speaking from personal experience on the communications front there are many times when I think it IS avoidable, particularly with reference to op-eds, etc. Often there is a very small window of opportunity and we need to move more quickly.

3. On a personal note, I would like to offer myself up for as substantive a role as possible in carrying out the Task Force's agenda. A large part of the attraction in coming here for me was to move beyond speechwriting and communications and into policy coordination and development. In this connection, I assumed some of Bill Antholis' portfolio when he left, particularly on the diplomatic front, but am eager to keep moving in this direction (to the extent consistent with my writing & editorial chores).

I also understand that there's some thinking going on regarding everyone's title. I had a standing request in to Todd for the title of Senior Counsel to the Task Force. His response was always that Counsel was fine and Senior Counsel was fine with him personally, but that he would have to check w/Dirk to make sure that Senior Counsel didn't step on anyone's toes. He never did talk to Dirk and after raising it with Todd 3x I stopped. So . . . realizing you both have a lot more important things to worry about, my request stands.

DRAFT

Memorandum

To: Roger Ballentine, Deputy Assistant to the President
From: Jeff Seabright & David Gardiner
Date: 6/17/99
Re: Draft Action Plan for White House Climate Change Task Force

This memo outlines proposed strategic goals and resource needs for the Task Force over the next 18 months, with specific action recommendations through December 1999.

Summary of Recommendations:

1. Focus legislative agenda on FY2000 budget/tax issues (ongoing) and develop FY2001 strategy (September); advance win-win legislative proposals, e.g. biofuels; support progress on credit for early action.
2. Deliverables: Develop transport alternate fuels E.O. by September (link to biomass E.O.) ; possible WH event focused on "solutions" in December.
3. Deliver results on 2-3 industry discussions;
4. Expand and leverage communications effort with industry and the Hill.
5. Target new outreach effort on state/local government (including possible POTUS event).

Long-Term Goals: The Administration long-term goal is ratification of the Kyoto Protocol and development of enabling legislation post COP-6. Accordingly, this plan calls for a campaign aimed at building the support that will be necessary to achieve that goal. This will entail:

- Increased awareness and concern for the threats posed by climate change, and belief that the Administration's proposed solutions are effective, affordable and equitable.
- Growing engagement by business leaders, state/local governments and opinion makers.
- Demonstrated progress in advancing Administration policies, programs and legislation which bring economic as well as climate benefits.

The public accepts that the science is real and that climate change is serious; less clear in the public mind is the urgency and cost of addressing it. Our outreach, communications and legislative strategy should embrace a positive message that America can step up to this challenge – from more work with "solutions" industries, to events which highlight a positive technology "can do" theme, to support for legislation which underscores this message (Lugar biofuels, wind tax credit, etc).

Short Term Goals: July-December 1999

Over the next six months, several outreach, legislative and communications products are proposed: transport alternate fuels Executive Order; Biomass/Bioenergy Executive Order;

DRAFT

possible White House event on “smart solutions”; legislative/communications victories on FY2000 budget/tax battles, including bioenergy legislation; Administration closure on select industry deliverables; initiate state/local “what’s working” campaign , including possible POTUS and/or POTUS events; advance acceptable credit for early action legislation.

1. Industry Outreach:

Must do:

- By July 15, agree on 2-4 industry action items (including EPA air/CO2 issue and other industry-proposed agreements with greatest GHG benefit/\$) for priority action.
- Reframe challenge to industry to “range of reductions” rather than reductions goal and get 3 industry sectors to make commitments and plans by December.
- Design outreach plan on “smart solutions” business (biofuel, etc); tie to communications strategy.

2. Legislative

Must Do:

- By August 30, identify key budget and tax priorities for FY2000 budget endgame (CCTI and related spending bills).
- By September 30, get FY2001 climate budget package on table.
- By June 30, identify key legislation which advances directly and/or indirectly climate goals for Administration support, e.g. Lugar biofuel bill
- By June 30, finalize early credit positions and strategy for Administration engagement.
- Education and outreach effort for key staff and Members
- Play defense on legislation inimical to Administration policy

Should do:

- Push leadership opportunities (morning business, climate statements on legislation, etc)
- Push electricity restructuring

3. Communications/Deliverables:

- Identify Communications Director
- Issue Transport Alternate Fuels Executive Order (September); link to Biomass E.O.
- Possible White House event on Climate Solutions (December)
- Possible POTUS climate budget event.
- NOAA/FEMA “Extreme Weather” conference in Autumn
- Plan youth education effort – “National Climate Science Week”; Earth Day 2000?
- Validators and surrogates: draft op-eds and Q&As – ongoing.
- Mailing to opinion leaders, Hill on recent climate developments & issues pre COP5
- Enhance communications within USG/Congress; outreach by senior officials; newsletter.

4. Intergovernmental/NGO Outreach

- By July 31, Roger Ballentine to meet with selected state officials
- Explore possibility of POTUS and/or VPOTUS event to kick off state/local effort
- Organize meeting with state officials on climate benefits of electricity deregulation
- Meet with environmental foundation executives – possible VPOTUS event
- Outreach to labor, religious leaders, environmental NGOs

5. Inter-agency Coordination:

DRAFT

- Strategy on domestic and international sinks policy (including early action legislation)
- Economic benefits analysis (not in SGM model) – health, technology, exports
- Developing country strategy
- Bioenergy; utilities



JEFFERSON SEABRIGHT <jseabright@usaid.gov>

06/17/99 11:50:54 AM

Please respond to jseabright@usaid.gov

Record Type: Record

To: Gardiner.David@epamail.epa.gov, Roger S. Ballentine/WHO/EOP

cc:

Subject: Redraft of Task Force Work Plan

Roger:

Attached is a redraft of the workplan based on our meeting (minus the organizational and budget stuff). You should make sure that I have accurately reflected your comments before shipping it to our team for tomorrow's meeting.

I laos spoke with David Gardiner about the Assist Secretary group list. Our recommendation is that you/Cabinet Affairs send a note to the Deputy/Undersecretary list from previous (2 years ago) WHTFCC policy mtgs announcing the new team and asking Deputies to nominate Asst Sec level representatives for operational level regular meetings.

Deputies list might include:

TJ Glauthier - DOE
Frank Loy - State
Peter Robertson - EPA
Richard Rominger - USDA
Larry Summers/Stu Eizenstat? - Treasury
Hattie Babbitt - USAID
Sherri Goodman- DOD
Lois Schiffer - Justice
David Hayes? - Interior
Bob Mallet - Commerce

Their likely nominees might include:

Dan Reicher-DOE
Perciasepe/Bill White/Policy? - EPA
Melinda Kimble-State
David Hales-USAID
Jim Rubin- Justice
Sherri Goodman/Holly Kauffman-DOD
David Wilcox/Bob Cumby-Treasury
Linda Delgado-USDA
??? - Interior
Jim Baker, NOAA/David Festa- Commerce

OSTP, NEC, CEQ/NSC also should be represented.

Personnel Update 6/25

Communications:

Paul Bledsoe (DOE): Seabright to meet on Monday

Andy Solomon (USDA) and Dave Cohen (EPA): Elliot to check with EPA on timing of Loretta's replacement.

Lisa Gide: Seabright to call

Heidi Kukis (DOJ) – not likely that Lois will allow the detail

Peter Hamm (DOL) – Elliot to call. Comes well recommended.

Ag/Sinks:

Alexis Byrne recommended Anthony Haynes at USDA – Seabright to see next week

Jeremy Symonds (EPA) recommended by David Gardiner

TO: Climate Change Congressional Liaisons - Addressee List Below

FR: Julie Anderson

RE: Climate Change Related Budget Meeting

There will be a meeting on Wednesday, **July 14, 1999** at ~~4:00pm~~^{4:30} in the Eisenhower Room of the White House Conference Center. The purpose of the meeting is to discuss with the White House Climate Change Task Force the status of the Climate Change Technology Initiative and other climate change related appropriations. Please come prepared to discuss ~~and~~ any climate change related riders and the status of your agency's climate change budget request.

If you cannot make the meeting or have any questions, please call the Task Force at 395-2310.

Addressees:

Bill White	EPA	260-3711	
Kathy Sykes	EPA	260-5200	
Diane Hicks	EPA	(202) 260-5664	(202) 260-4372
Chuck Jones	USDA	(202) 720-7095	(202) 720-8077
Margot Anderson	USDA	720-6698	
David Leiter	DOE	(202) 586-1404	
Steve Crout	DOE	586-8351	
Lara Muldoon	Treasury	(202) 622-6773	(202) 622-0534
Chris Mann	State	(202) 647-7996	(202) 647-9667
Teresa Hobgood	State/OES	(202) 647-3550	(202) 647-4221
Lisa Kountoupes	WH Leg	(202) 456-6620	(202) 456-2604
Bob Tuccillo	OMB	(202) 395-5609	(202) 395-5836
Randy Steer	OMB		
Suzanne Palmieri	AID	(202) 712-4028	(202) 216-3035
Mark Engman	AID	712-4004	
Tony Gibson	OSTP	(202) 456-6098	(202) 456-6019
Mike Rodemeyer	OSTP	(202) 456-6202	(202) 456-6025

7

~~_____~~

Labor
Utilities - call percipere re. legal shit
Credit
Personnel

6542



Gardiner.David@epamail.epa.gov
06/30/99 07:11:12 PM

Record Type: Record

To: Roger S. Ballentine/WHO/EOP
cc: jseabright@usaid.gov
Subject: my plans and whereabouts

Tomorrow is my last day at EPA, and I am catching a plane in the late afternoon to join my family on vacation, so I will miss tomorrow's 5PM meeting. I am planning to come into the Task Force office and to be around on Friday, July 9. In the meantime, I can be reached at 716-483-5347. My office at EPA can also find me, if necessary.

By the end of the week, I plan to:

resolve environmental issues on Bioenergy EO with OSTP/DOE/EPA/Federal Environmental Executive, and have an approach that we can then vet with you.

Get you a memo regarding some communications and executive action opportunities regarding wildlife. A key opportunity in this field is to get the Department of Interior moving on this, which you could be instrumental in making happen.

nail down dates in July for separate discussions for you with state leaders, and with some mayors.

When I return, I intend to focus on:

anything more needed on bioenergy EO.

communications with environmentalists, including specific follow-ups that we committed to at previous meeting.

work with Jeff on Transportation EO.

establish a small FY2001 budget group (Reicher/Mazur, Perciasepe, Sandalow, USDA, Treasury and others you suggest). I am aiming to have specific ideas to you and George by September 1.

Work with Julie and Bob Cumby on early credit, as I have been doing over the past several weeks.

D K H F I

Comm
Press
Plan

I. BACKGROUND

To achieve our ultimate goal of Senate ratification of the climate change treaty, we need to build support for the Administration's policy among key audiences — Congress, industry, environmental and public health organizations, organized labor, academia, elites/decision makers and the American people. With the next round of international negotiations in Buenos Aires this November, the next six months should be viewed as a critical period to: (1) move the debate toward public health and consumer issues; (2) communicate progress on key international policy issues; (3) effectively engage industry; (4) educate Congress on the science and economics of the President's initiative; (5) reach out to organized labor, environmental and public health organizations; and (6) motivate a select group of validators to publicly support our responsible, credible approach to addressing climate change.

Policy Issues

1) International

- **The Clean Development Mechanism:** An effective CDM will allow U.S. companies to invest in projects in developing countries and share in the resulting credits for emission reductions. The meeting in Bonn in June will help lay the groundwork for progress on CDM (and emissions trading) at Buenos Aires.
- **Emissions Trading Program:** Progress must be made in defining the parameters of an emissions trading program, analogous to domestic acid rain trading, that allows exchange of emissions between two or more Parties that have established emissions caps
- **Developing Countries:** With the President's call for "meaningful participation" by developing countries and the Byrd-Hagel resolution, the policy goals are to: (1) get developed countries to agree that developing nations should participate; (2) define "meaningful participation;" and (3) get developing countries to agree to participate meaningfully.

2) Domestic

- **\$6.3 billion package:** The Administration needs to gain public and Congressional support for the package of tax incentives and research and development investment by promoting energy efficiency as a mainstream, common sense way to combat climate change while saving money for businesses and families. The willingness of Congress to fund this package will ultimately change the dynamics of this issue.
- **Industry Consultative Process:** As one of the key parts of the President's plan, an industry consultative process that effectively engages industry, explores credit for early action and provides other flexible approaches to emissions reductions is critical.
- **Energy Efficiency Initiatives:** Existing energy efficiency programs are important policy

initiatives to showcase progress in meeting the challenge global warming.

II. COMMUNICATIONS OBJECTIVES

- Broaden the base of support for the President's plan, ultimately leading to Senate ratification of the treaty;
- Move the debate toward issues that resonate with the public including air pollution and the public health consequences of global warming.
- Educate the American public as to how they can play a role in meeting a public health challenge and, at the same time, save money on energy bills for their households.
- Communicate progress on key international policy issues and the U.S. role in bringing market mechanisms to bear on the problem of climate change.
- Communicate progress on industries agreeing to take action to meet the challenge.

Success in meeting our communications objectives will rely largely on how effectively we engage industry; educate Congress, reach out to organized labor, environmental and public health organizations; and motivate our validators to publicly support the Administration's responsible, credible approach to addressing climate change.

Message

- Climate change is one of our greatest environmental challenges. The world's leading scientists tell us that this problem is real and that the threats it poses are too serious to ignore. We must act now to reduce the air pollution that causes climate change. If we fail to do so, our children and grandchildren will pay the price.
public health consequences: increased fatalities from heart failure and heat-related illness; increased prevalence of asthma; and increased infectious diseases.
economic & natural resource consequences: increased flooding & drought, sea level rise--resulting in loss of U.S. coastline, agricultural disruption, etc.
- The President has put forth a responsible, balanced approach to meet the challenge of climate change while growing our economy and maintaining our international competitiveness.

Domestically, the President's Climate Change initiative, with its focus on new technology, represents the win-win of increased energy efficiency for industry and consumers -- reducing emissions while saving money on energy costs.

Internationally, the President is leading the world in fighting for participation of all nations and the introduction of market mechanisms.

- Environmental protection and economic growth go hand in hand. The strongest economy and our the cleanest environment in a generation proves it. With the President's leadership, we can meet the challenge of climate change and grow the American economy.

III. AUDIENCE

There are five audiences that will affect the debate on climate change -- (1) Congress; (2) industry; (3) academia, opinion elites; (4) labor, public health and environmental organizations; and (5) the American public.

1) Congress:

- Goals:
- Achieve approval of budget and tax incentive package or alter terms of the debate if package is not funded.
 - Achieve significant support for the President's plan.
 - Support for signing the Protocol by March 15, 1999
 - Senate ratification
- Strategy:
- Work with House and Senate to educate Members that climate change is a real problem, the challenge of climate change can be met while growing the economy, the American people want action and the U.S. is not acting alone -- developing countries must do their part.
 - Work to deter any further negative legislative activity and highlight appropriate developments.
 - Encourage Members to participate in consumer and industry events and initiatives.

Message Refinement: Promoting energy efficiency and other voluntary measures to reduce the pollution that contributes to global warming is a common sense approach that builds on U.S. policy since 1991.
 Developing countries need to do their part, and we are ensuring that international community plays a role.
 The American people want us to act to address climate change.

Outreach Programs: Staff briefings on science and the President's plan
 Briefings as appropriate on international developments, particularly on progress securing developing country participation.
 Activities as appropriate on budget developments.
 Include Members in events, particularly those with a consumer & business focus.
 One-on-one meetings between Administration officials and Members.
 Op-eds & news stories in key markets.
 Bi-weekly meetings with key staff to coordinate efforts.

Benchmarks on Hill include: May 19, McIntosh hearing on economics, appropriations mark-ups over the summer and potential action on a tax vehicle in September.

2) Business:

Goal: Over the next 6 months, activate adequate business coalitions/partnerships to demonstrate to key audiences that the Administration has the support of the business community.

Strategy:

- Reach out to industry through consultative process, partnerships and other means that show industry is willing to take on the challenge of climate change.
- Showcase companies that take significant actions through existing Agency programs, and use them as models to gain support in other business sectors.
- Roll-out a reward system for early action.
- Appoint an "ambassador" to help achieve industry support.

Message Refinement: If we wait to address climate change, the cost to industry of reducing emissions will increase.
Meeting the challenge now makes good business sense and good environmental sense for the future.
The President has put forth a balanced, flexible plan that proposes cost-effective, market-based approaches.
American firms that manufacture pollution control technologies will reap the benefits of a global solution.

Outreach Programs: Launch consultative process.
Announce "ambassador"
Announce a series of coalitions/partnerships
Highlight for public and other audiences significant actions taken by industry, including Administration officials touring energy efficient facilities, such as a Climate Wise facility.
Quantify energy efficiency accomplishments across industries, e.g. the number of light bulbs changed through the Energy Star Building Label program.

3) Opinion Elites/Academia:

Goal: By November, organize and mobilize a significant number of 3rd party validators and opinion elites to voice their acceptance of the scientific evidence of climate change and support for the President's plan.

Strategy: Secure and publicize 3rd party endorsements to demonstrate the credibility of

the President's approach.

Establish a network of validators – such as scientists, economists, Fortune 500 CEOs, environmentalists, foreign policy experts, and academics – to demonstrate the credibility of the President's approach, proactively talk about importance tackling climate change now, and respond to those who oppose taking action.

Outreach Programs by Administration officials and validators:

Mobilize cabinet members and others to secure 3rd party endorsements and validators.

Distribute weekly talking points.

Organize 3rd parties/validators to:

Place op-eds

Conduct editorial board meetings, and one-on-one meetings with reporters following major developments.

Give major policy speeches

Draft a sign-on letter and white paper

4) Organized Labor, Environmental and Public Health Groups:

Goal: Broaden our base of support.

Strategy:

- Highlight organizations who are supportive, such as EDF.
- Conduct outreach meetings with labor, environmental and public health organizations to include them in the process.
- Highlight the win-win aspects of increased energy efficiency.
- Mobilize validators from these three audiences.

Message Refinement: Taking action now will protect America's public health, environment and economy.

Env. This Administration is addressing the challenge of climate change more seriously and more effectively than any other administration;

Health. We must reduce the air pollution that causes global climate change and prevent the potential increases in asthma, infectious diseases, and heat-related pulmonary disease.

Labor. The President's plan will protect American jobs, and increasing energy efficiency will benefit workers and families in reduced energy costs.

Outreach Programs: Include representatives of each group to relevant Administration events. Produce events that highlight companies at which growth and increased energy efficiency are going hand in hand. Keep interested parties informed of developments.

Send Administration representative to annual meetings, conventions, schools of public health, etc.
Submit articles in organizational newsletters.

5) American Public:

Goal: Connect global warming with the problem of air pollution and other public health threats and present energy efficiency as the solution.

Generate grassroots support for the President's plan.

Demonstrate that different sectors of the economy and businesses are taking the issue seriously by taking steps to solve the problem.

Strategy: Mainstream climate change debate by emphasizing weather affects, public health concerns and consumer benefits

Message Refinement: The Administration's plan includes incentives and initiatives to increase energy efficiency, cut the pollution that causes global warming, and save Americans money at the same time.

Outreach Programs: (the majority of these event ideas will also reach other key audiences)

Weather events -- summer & weather broadcaster satellite tours

Youth-focused events:

back-to-school events

Student climate change contest

Meeting with National Association of Science Teachers

Surrogates to speak at NEA, AFT Summer Conferences

Presidential Radio Address from a school science classroom.

Energy Star Events:

audio electronics agreement

vending machine agreement

Energy Star loans

Launch compact fluorescent campaign

Roll-out establishment of guarantees for energy efficiency loans

Roll-out electrification of Federal postal fleet

Distribute checklists for increasing energy efficiency in homes, etc.

Produce PSAs

Major policy address by Administration official at one of nation's top public health schools, such as Harvard or Johns Hopkins.

Administration-wide roll-out in September at the nation's schools of public health, environmental science and major universities.

INTERNATIONAL

Flexibility Mechanisms

Trading
Clean Development Mechanism
Joint Implementation

Sinks

Policy Process
IPCC assessment due in spring, 2000

Compliance

Developing Country Participation — Deliverables

Diplomatic Efforts

Umbrella
EU
G-8
developing countries

Other

MDB/Export Credit
Bunker Fuels — ICAO Process
Military Emissions

— Int'l Energy Foundation
MABIS

DOMESTIC

Budget – CCTI spending

General

Appropriations for DOE, EPA, HUD, Commerce, Agriculture
funding
riders and other policy issues – Kyoto implementation, performance goals

Buildings

Energy Efficient Appliances and Products
Energy Star Products
Energy Efficiency Standards
Energy Star Buildings
Energy Smart Schools
PATH

Transportation

Partnership for a New Generation of Vehicles (PNGV)
Light and Heavy Trucks
Biofuels
policies to reduce Vehicle Miles Traveled (VMT) — ?

Industry

Industries of the Future - Aluminum, glass, chemicals, forest products, petroleum
refining, steel
Combined Heat and Power Systems (CHP)
Voluntary Industry Partnerships – Climatewise, Aluminum Industry Partnership
Agriculture and Forestry

Electricity

Photovoltaics, including Million Solar Roofs
Biomass
Wind Power
Hydrogen
High Temperature Superconductivity
Nuclear Power Plant Extension
Hydro — ?

Carbon Sequestration

Enhancing Forest and Farmland Sinks
Enhancing geological and oceanic storage

Other CCTI

State and Local
Developing Countries
Policy Analysis

Budget – CCTI Tax

Homes and Buildings

tax credit for energy-efficient building equipment
tax credit for energy efficient homes
tax credit for rooftop solar

Transportation

tax credit for fuel efficient hybrid vehicles
tax credit for electric or fuel cell vehicles

Renewable Energy

extend wind and biomass credit
expand eligible biomass sources
coal-biomass co-firing

Industry

combined heat and power (CHP)

Non-CCTI Funding

International Funding

AID Program
Global Environmental Fund

Other Climate-Related Investment

Clean Air Partnership Fund

John D. Gibson

06/11/99 12:55:34 PM

Record Type: Record

To: Roger S. Ballentine/WHO/EOP@EOP, jseabright@usaid.gov @ inet
cc: Elliot J. Diringier/CEQ/EOP@EOP
Subject: Climate/Task Force ideas

In response to both of your requests I am writing down a few ideas I have about the future of the Task Force and the White House climate operation in general.

My primary responsibility has been to meet any writing requirements that come down the pike. Since this has been largely a reactive process, it is a little difficult to formulate my thoughts in terms of "Short Term" and "Long Term" goals & tasks, but I'll try. Obviously, on many of the items listed below I would share responsibility with the new communications director.

Short Term Goals/Tasks:

1. Help fill communications director slot.
2. Get mailing out to validators that includes an update on recent climate developments and Administration actions; 10 Good Answers to 10 Tough Questions piece and, potentially, draft op-eds. (We talked about this project but never executed it.)
3. Write/edit/collect materials for another large mailing in the Fall to opinion leaders around the nation.

Long Term Goals/Tasks (October and beyond):

1. Helping to execute the communications ideas listed in Martha's memo or others that we decide upon.
-- One concept that we have kicked around a lot but never executed is localizing our communications and/or outreach efforts a bit. The idea here would be to hit smaller markets and not always go for the Post and Times for opeds and stories. This could dovetail with our efforts to highlight state and local initiatives as well as Cabinet secretary travel. If Richardson or Browner is going to be in Ohio or Colorado, for example, consider setting up a meeting with govt. officials/business leaders/activists concerned about climate and get some press on it, or get them to meet with an ed. board and talk about it. One way to focus our efforts (since we obviously can't try to get local press everywhere) would be to look to those states where we could conceive of eventually seeing support for Kyoto down the road.
2. Get materials written and edited for COP-5 (contents to be determined; last year you'll recall we put together numerous materials on various domestic climate change programs).
3. Write/edit and pre & post COP-5 op-eds that are needed.
4. Write/edit State Department Fact Sheet on COP-5.
5. Write materials for next year's climate budget roll-out.

Other general thoughts:

1. Task force needs to leverage resources more. Too often we get things done because we actually DO

them -- rather than working with agencies to conceptualize projects and then guiding agency implementation of projects.

2. Task force needs to be more nimble. Too often it seems that we miss opportunities while we pondered our next move. Part of this is probably unavoidable as we seek to protect the White House politically and as we coordinate among many agencies. But speaking from personal experience on the communications front there are many times when I think it IS avoidable, particularly with reference to op-eds, etc. Often there is a very small window of opportunity and we need to move more quickly.

3. On a personal note, I would like to offer myself up for as substantive a role as possible in carrying out the Task Force's agenda. A large part of the attraction in coming here for me was to move beyond speechwriting and communications and into policy coordination and development. In this connection, I assumed some of Bill Antholis' portfolio when he left, particularly on the diplomatic front, but am eager to keep moving in this direction (to the extent consistent with my writing & editorial chores).

I also understand that there's some thinking going on regarding everyone's title. I had a standing request in to Todd for the title of Senior Counsel to the Task Force. His response was always that Counsel was fine and Senior Counsel was fine with him personally, but that he would have to check w/Dirk to make sure that Senior Counsel didn't step on anyone's toes. He never did talk to Dirk and after raising it with Todd 3x I stopped. So . . . realizing you both have a lot more important things to worry about, my request stands.

Clean Coal and Natural Gas
Low Income Weatherization and State Energy Grants
Agricultural and Forest Conservation Programs
U.S. Global Change Research Program

Early Credit Legislation and Other Legislative Proposals

defensive work – answers to Hill questions, document searches, hearings

Chafee and Lazio bills

Murkowski bill

Lugar Bioenergy bill

"Bioenergy" – own category

Electricity Restructuring

Renewable Portfolio Standard

Public Benefits Fund

Emissions Right-To-Know

Outreach

Industry Consultations

Utilities – rationalizing Clean Air and climate, hydro and nuclear licensing, landfill methane recovery

Cement – DOT preference for climate-friendly, blended cement

Pulp and Paper – biomass and black liquor

Steel – clean coke tax incentive

Gas Pipeline Permitting

Aluminum – Advanced Electrodes commercialization

Agriculture

Labor

Federal Energy Efforts

new Executive Order on buildings

federal procurement

transportation Executive Order

new bioenergy Executive Order

National Capital System

Economic Analysis

A

CEA report
DOE Five Lab Study and subsequent reports
USDA analysis

Improving Science

Regional Assessments
Third Assessment Report from IPCC due in 2000

- State + locals
- Autos/Emissions/CAFE
- ~~Gas~~ Clean fuels (oxygenates, ~~diesel~~, sulfate)
- Document requests

DRAFT

Memorandum

To: Roger Ballentine, Deputy Assistant to the President
From: Jeff Seabright & David Gardiner
Date: 6/14/99
Re: Draft Action Plan for White House Climate Change Task Force

This memo outlines proposed strategic goals and resource needs for the Task Force over the next 18 months, with specific action recommendations through December 1999.

Summary of Recommendations:

1. Focus legislative agenda on FY2000 budget/tax issues (ongoing) and credit for early action (July). *Biomass*
2. Develop transport fuels E.O. by September; WH event on "science and solutions" in December. *?*
3. Deliver results on 2-3 issues raised by industry, including clean air/CO2 ; focus on "smart solutions".
4. Target new outreach effort on state/local government (including POTUS event).

development
Long-Term Goals: The Administration long-term goal is ratification of the Kyoto Protocol and passage of enabling legislation post COP-6. Accordingly, this plan calls for a campaign aimed at building public awareness and support that will be necessary to achieve that goal. This will entail:

- Increased public awareness and concern for the threats posed by climate change, and belief that the Administration's proposed solutions are effective, affordable and equitable.
- Growing momentum and engagement by business leaders, state and local governments and opinion makers.
- Demonstrated progress in advancing Administration policies, programs and legislation which bring economic as well as climate benefits.

The public accepts that the science is real and that climate change is serious; less clear in the public mind is the urgency and cost of addressing it. Our outreach, communications and legislative strategy should embrace a positive message that America can step up to this challenge – from more work with "solutions" industries, to events which highlight a positive technology "can do" theme, to support for legislation which underscores this message (Lugar biofuels, wind tax credit, etc).

Short Term Goals: July-December 1999

Over the next six months, several outreach, legislative and communications products are proposed.: Specific key deliverables *might* include: transport alternate fuels Executive Order, one *?*

--

DRAFT

more acceptable

legislation forward.

Biofuels

White House event on "science and solutions"; one POTUS local event to initiate state/local "best practices" campaign; passage of credit for early action; and legislative/communications victories on FY2000 budget/tax battles; and Administration action on select industry recommendations.

1. Industry Outreach:

Must do:

- By August 1, agree on 2-4 industry action items (including EPA air/CO2 issue and other industry-proposed recommendations with greatest GHG benefit/\$) for priority action. ✓
- Reframe challenge to industry to "range of reductions" rather than reductions goal and get 3 industry sectors to make commitments and plans by December. ?
- By July 15, design outreach/communications plan on "smart solutions" business (biofuel, etc).

2. Legislative

Must Do:

- By June 30, develop early credit positions (sinks, 5% cap, state/local, tie to Murkowski, etc) and strategy for Administration engagement. (Don't need to move this fast)
- By August 30, identify key budget and tax priorities for FY2000 budget endgame (CCTI and related spending bills). (Gover)
- By September 30, get FY2001 climate budget package on table (CCTI + PCAST, EEI). ✓
- By June 30, identify key legislation which advances directly and/or indirectly climate goals for Administration support, e.g. Lugar biofuel bill ✓
- Play defense on legislation inimical to Administration policy ✓

Should do:

- Education and outreach effort for key staff and Members
- Push leadership opportunities (morning business, climate statements on legislation, etc)
- Power sector restructuring legislation
Power Electricity

Setup interagency leg. effort.

3. Communications:

- Hire Communications Director
- Issue Transport Alternate Fuels Executive Order (September); link to Biomass E.O.
- POTUS/VPOTUS Roundtable on Climate Science and Solutions (December)
- POTUS/VPOTUS event highlighting state/local best practices and leadership (October)
- Possible POTUS climate budget event.
- NOAA/FEMA "Extreme Weather" conference in September
- Plan youth education effort – "National Climate Science Week" for Earth Day 2000
- Validators and surrogates: draft op-eds and Q&As – ongoing. ✓
- Mailing to opinion leaders on recent climate developments, issues pre COP5 → Hill
- Enhance communications within USG and outreach by senior officials; newsletter. → Hill

4. Policy & Research:

- Develop Administration strategy on domestic and international sinks policy (including decisions on early action legislation) Aren't we for it?
- Economic benefits analysis (not in SGM model) – health and technology
- "Best practices" compendium for state and local governments
- Foreign competition in innovation to address CC

↳ Holden etc?

- Biofuels
- Utilities

DRAFT

- "Meaningful participation"

5. Intergovernmental/NGO Outreach

- By July 31, Roger Ballentine to meet with selected state officials *message?*
- POTUS/VPOTUS event to kick off state/local effort and release "best practices" *?*
- Organize meeting of eight states with System Benefits Trusts in restructuring laws *-*
- ~~EPA Clean Air Partnership Fund budget push~~
- Meet with environmental foundation executives – possible VPOTUS event
- Outreach to religious leaders, environmental NGOs, labor

Organizational Structure: The WHCCTF will be organized around five basic functions: Industry Outreach; Legislative; Communications; Policy & Research; and Intergovernmental & NGO Outreach. The first three of these functions are already in place; we propose adding a policy task to focus our attention on those policy issues, long and short term, which require White House attention and follow up. The Intergovernmental/NGO Outreach function is designed to lead the state/local effort, and manage outreach to groups other than the core industry outreach audience. This division of labor is intended to help target resources on results, and will in practice involve significant cross-cutting teamwork.

*work to
be done in
agencies*

All of these core functions require inter-agency coordination and support if we are to be effective. To achieve this ambitious set of goals, more resources will be needed -- both dedicated WHCCTF staff and enhanced inter-agency "buy in" and participation in the Task Force. It is proposed that the Legislative, Communications and Intergovernmental "core" functions include clearly identified agency staff assigned to the team. The Legislative team would be comprised, for example, of Julie Anderson at the Task Force plus specified individuals in key agencies (EPA, DOE, State, USDA, Treasury).

R Ballentine,
Chairman

D Gardiner,
Counselor



Shelley Fidler,
Special Projects



J Seabright,
Exec. Director

DRAFT

Intergovt/NGO Policy

TBD John Gibson

Industry

Outreach Legislative

Janet Anderson Julie Anderson
Ag/sinks TBD Ag/sinks TBD

Comm.

TBD
John Gibson
Inter-govt TBD

Resource Requirements: The resource needs of the Task Force fall into three categories:
Staffing of Task Force: The WHCCTF last month had five Agency representatives assigned to it; with the addition of Seabright and Gardiner, the total is seven. To carry out the "must do" agenda detailed in this action plan, we propose adding three more positions, bringing the total to ten. There were ten staff on the Task Force in 1998.

On Board as of June 21:

Roger Ballentine – Chairman (EOP)

DRAFT

Jeff Seabright – Executive Director (USAID)
David Gardiner – Counselor to the Chairman (EPA)
Mary Washington – Administrative Support (DOE)
Julie Anderson – Legislative (EPA)
Janet Anderson – Industry Outreach (DOE)
John Gibson – Senior Counsel, Policy (DOD)
Shelley Fidler – Special Projects (EPA)
Plus two interns: Eli and Lilly

Priority Positions to be filled by July 19:

New Communications Director

~~Intergovernmental/NGO Outreach Director~~

Ag/Sinks expert

Doesn't sound like full time job to me; Gardiner should do NGO's.

Possible PMI Candidate: short-term assignment to assist with legislative until December
Engagement of agencies in support of work plan: Enormous talent and willingness to engage exists in the agencies, but a clear process will need to be put into place to assure ownership of agency and department leadership for the WHCCTF workplan -- and a commitment to follow through with implementation. An inter-agency board of advisers should be created at the Assistant Secretary level per Dan Reicher's suggestion. A first order of business of this group shall be to review and comment on the proposed workplan and implementation schedule. It will be essential to have each agency clearly identify a staffer who will be accountable for deliverables promised. The core group for this effort should draw from DOE, EPA, Treasury, USDA, Commerce, DOI, DOT, State, USAID.

Who?

annual #s?

Operating Budget: Based on the workplan identified in this memo, a replenishment of the Task Force operating budget in the amount of \$225,000 will be needed; OMB can help establish allocations for agency contributions. The current balance available to the Task Force from the initial allocation of \$350,000 in 1997 is \$77,000, out of which \$52,000 is owed to GSA for rent of the Jackson Place property. The proposed budget of \$250,000 (\$225k plus carry over of \$25k) will fund: rental through January 2001 (\$78k); travel (\$42k); two/three outreach events (\$80k); publications (\$25k); miscellaneous operating expenses (\$25k).

Proposed Next Steps: Based on your review, we intend to finalize the draft action plan by June 16 and share with the current Task Force team. A short version will be used as the basis for discussion with the inter-agency senior-level group on June 21 or 22. We would seek specific Agency inputs for short term actions by June 28. A final plan will be ready for your submission to John Podesta by June 30.

Under separate cover, we are preparing a climate issues list per your request and a climate events calendar through December 1999.

- Budget development - Gardner?
- Budget Enactment (w) - Julie?

audit 2/1/99!

DRAFT 5/17/99

REGULATIONS GOVERNING THE USE OF THE
OFFICE OF ENVIRONMENTAL QUALITY MANAGEMENT FUND

I. INTRODUCTION

In 1984, the Environmental Quality Improvement Act was amended to establish an Office of Environmental Quality Management Fund (OEQ Management Fund) for the purpose of financing interagency policy development studies and projects. 42 U.S.C. § 4375. In accordance with that statute, the Director of the Office of Environmental Quality promulgates the following policies and procedures for operation of the OEQ Management Fund.

II. DEFINITIONS

- A. Advance Payment: Amount of money prepaid pursuant to statutory authorization in contemplation of the later receipt of goods, services, or other assets.
- B. Director: The Director of the Office of Environmental Quality. The Environmental Quality Improvement Act specifies that the Chairman of the Council on Environmental Quality shall serve as the Director of OEQ. 42 U.S.C. § 4372(a).
- C. OEQ Management Fund ("Fund"): The Management Fund for the Office of Environmental Quality.
- D. Interagency Agreement: A document jointly executed by OEQ and another agency or agencies, which sets forth the details of a joint study or project and the funding arrangements for such a study or project.
- E. Multiple-Year Account: An account that is available for incurring obligations for a period of more than one year, usually until the objectives for which the authority was made available are attained.
- F. Project Officer: The Council on Environmental Quality staff member charged with day-to-day supervision of an OEQ Management Fund study or project.
- G. Source: The agency or account from which funds are contributed into the Fund.

III. PURPOSE

The purpose of the OEQ Management Fund is to finance (1) study contracts that are jointly sponsored by OEQ and one or more other Federal agency; and (2) Federal interagency environmental projects (including task forces) in which OEQ participates. See 42 U.S.C. § 4375(a).

IV. POLICY

- A. All studies and projects financed through the OEQ Management Fund shall be consistent with the purposes and goals of the National Environmental Policy Act and/or the Environmental Quality Improvement Act.
- B. Agency funds accepted by the Director for transfer into the OEQ Management Fund shall specify the purposes permissible under the source appropriation and any restrictions relating thereto.
- C. The Director may authorize expenditures to support OEQ Management Fund studies and projects, including: (1) leasing office space and providing utilities; (2) leasing or purchasing equipment; (3) funding travel; (4) contracting for goods and services; and (5) funding consultants and personnel costs for task force employees.
- D. In carrying out the purposes of the OEQ Management Fund, the Director is authorized to contract with public or private agencies, institutions, organizations and individuals, by negotiation, without regard to 31 U.S.C. §§ 3324(a) and (b) and 41 U.S.C. § 5. 42 U.S.C. § 4372(e). All contracting activities shall be accomplished through the Office of Administration, Executive Office of the President.
- E. Task forces and projects funded by the OEQ Management Fund are permitted to make expenditures for all project and study activities, except for compensation or benefits for full-time OEQ employees or to reimburse OEQ or CEQ for ordinarily appropriated expenses, such as salaries, benefits, rent, telephone and supplies.

V. PROCEDURES

A. Charters

- 1. A charter must be prepared for each project or study to be financed and supported by the OEQ Management Fund.
- 2. The charter must clearly state the relation of the study or project to the goals and purposes of the Office of Environmental Quality and the National Environmental Policy Act; describe the study or project; identify the participating agency or agencies; provide the names, titles and phone numbers of the Project Officer and administrative contact *and members of the project task force*
- 3. Charters may be amended by preparing a formal amendment, which sets forth the new language to be incorporated in the existing charter.
- 4. The Director shall approve all Management Fund charters and amendments in writing.

5. Copies of each charter and charter amendment approved by the Director shall be provided to the Contracts Branch and the Financial Management Division of the Office of Administration, Executive Office of the President.

B. Finances and Accounting

1. Annual budget estimates shall be prepared for the OEQ Management Fund.
2. An operating budget for each project or study shall be submitted to the Financial Management Division of the Office of Administration, Executive Office of the President.
3. All contributions from other agencies to the OEQ Management Fund for a joint study or project shall be accomplished by interagency agreements, which shall provide for full payment of funds on an advance basis. 42 U.S.C. § 4375(a).
4. All contributions by the Office of Environmental Quality or the Council on Environmental Quality to the OEQ Management Fund for a joint study or project shall be accomplished by a letter of transmittal which specifies the particular study or project to be funded. A copy of this transmittal letter shall be provided to the Financial Management Division of the Office of Administration, Executive Office of the President.
5. The OEQ Management Fund is a multiple-year appropriations account, which can accept one-year or multiple-year funds.
6. Any agency, including the Office of Environmental Quality and the Council on Environmental Quality, may provide technical expertise, physical resources, facilities, equipment, or other assets; perform support or administrative services; or assign detailees or agency representatives to an OEQ Management Fund project or study. These contributions may be in addition to funding.
7. Subaccounts shall be established within the OEQ Management Fund for each project or study. All expenditures for a particular project or study must be matched with the source contribution.
8. The Director may transfer Management Fund resources for any study or project to other federal accounts or other OEQ subaccounts provided that the transfer (a) is approved in writing by the source agency that provided the portion of the funds being transferred; (b) promotes the statutory mission of OEQ; and (c) is justified by the Director as being in the best interests of the

government.

9. Financial transactions shall be classified under each Management Fund subaccount in sufficient detail to meet management planning, control requirements and financial audit.
10. All fund expenditures must comport with the purposes of the Management Fund and follow CEQ approval procedures.

OEQ Management Fund Guidelines

1. Management Fund. The Office of Environmental Quality Management Fund was created by Congress to support federal interagency environmental projects and interagency studies.
2. Chartering a Management Fund Project or Task Force. A CEQ staff member seeking to create a management fund subaccount for a particular project or task force, must first meet with the Chief of Staff (COS). If approved by the COS, the COS and CEQ staff member should provide the General Counsel's Office with a description of the task force or project, an estimate of costs, a list of participating agencies, the proposed starting date, the anticipated date and the name of the CEQ staff member who will serve as the Project Officer. A charter will then be drafted, sent around for review, and forwarded to the COS and Chair for formal approval.
3. Management Fund Project Set-Up Responsibilities of the CEQ Project Officer Following Chartering.

Step 1: First, the Project Officer must meet with the Chief of Staff to discuss staffing of the task force or project. All staffing decisions will require Chair approval.

Step 2: If approval for staffing is given, the Project Officer must then meet with the Administrative Officer to determine what is required to accomplish the staffing. The Administrative Officer will provide information about proper security clearances, drug tests, and letters and forms needed for each consultant, agency representative or detailee.

Step 3: If other agencies are contributing funds to the project, the CEQ Project Officer must work with the COS and Administrative Officer to arrange for receipt of these contributions before a contract is signed.

4. Ongoing Responsibilities of the CEQ Project Officer.

The CEQ Project Officer is responsible for overseeing and supervising the work of any contractors; reviewing all contractor payment requests; and approving, where appropriate, payments to the contractor. Once the CEQ Project Officer has approved a bill for payment, forward that bill for a second approval to the COS, who will then forward it to the Administrative Officer for payment.

The CEQ Project Officer is also responsible for the day to day operations of a task force. This is particularly important in the area of finances. All task force expenditures must be authorized pursuant to the annual budget, and all expenditures in excess of \$100 must be pre-approved by the Project Officer and the COS. All requests for payments must be signed by the Project Officer and the COS before forwarding to the Administrative Officer for payment.

The Project Officer, with the assistance of the General Counsel's Office, shall also arrange for record keeping of task force and project records, consistent with the Federal Records Act.

The Project Officer shall also assure that task force members located on the premises are familiar with the Executive Office of the President policies on appropriate workplace behavior and understand that any complaints about working conditions can be brought to the attention of the Project Officer. The Project Officer will consider any complaints and advise the COS or the General Counsel's Office of the issues of concern.

Finally, at the close of the task force or project, the Project Officer shall advise both the COS and the Administrative Officer of the conclusion of the task force or project and oversee an orderly shutdown.

Page 6 of 10

COUNCIL ON ENVIRONMENTAL QUALITY MANAGEMENT FUND CHARTER AMENDMENT

On February 12, 1997, the Council on Environmental Quality Management Fund Charter was signed, creating the White House Climate Change Task Force. The Task Force is chartered to coordinate and expand activities among agencies aimed at informing the public and interested parties about climate change and to build support for Administration policy and international negotiating positions. On April 30, 1998, the Charter for the White House Climate Change Task Force was amended to set forth a new financial plan, participating organization plan and duration date.

This task force Charter is hereby further amended as follows:

D. PARTICIPATING ORGANIZATIONS

The Task Force will operate under the supervision of the Chair of the Council on Environmental Quality or his designee. White House offices participating in the Task Force will include the Office of Management and Budget, the Office of Science and Technology Policy, the National Security Council, the National Economic Council and the Council of Economic Advisors. Other agencies participating in Task Force activities will include the Department of Energy, the Department of Agriculture, the Environmental Protection Agency, the Department of State, the Department of Commerce, the Department of the Treasury, the Department of the Interior, and the Department of Transportation. Other interagency processes that may contribute to the Task Force include the Global Change Research Program.

C. STAFFING ARRANGEMENTS

Chief Project Officer: David Sandalow, Associate Director for Global Environment, CEQ (202) 456-6543. Administrative Contact: Carolyn Mosley, Administrative Officer, CEQ, (202) 395-5754. The Deputy Assistant to the President for Environmental Initiatives will serve as the Chairman of the Task Force. Other Task Force staff may include, at the discretion of the Chair of CEQ or his designee, an Executive Director, a Counselor to the Chairman of the Task Force, and other appropriate staff.

H. TERMS AND DURATION OF THE PROJECT

The project commenced in February 1997 and is expected to last until December 2000.

APPROVED:

6/1/99
Date

George T. Frampton
George T. Frampton
Acting Chair
Council on Environmental Quality

COUNCIL ON ENVIRONMENTAL QUALITY MANAGEMENT FUND CHARTER AMENDMENT

On February 12, 1997, the Council on Environmental Quality Management Fund Charter was signed for the White House Climate Change Task Force. The Task Force is chartered to coordinate and expand activities among agencies aimed at informing the public and interested parties about climate change and to build support for Administration policy and international negotiating positions.

This project Charter is amended as follows:

D. PARTICIPATING ORGANIZATIONS

The Task Force will operate under the supervision of the Chair of the Council on Environmental Quality or his designee. White House offices participating in the Task Force will include the Office of Management and Budget, the Office of Science and Technology Policy, the National Security Council, the National Economic Council and the Council of Economic Advisors. Other agencies participating in Task Force activities will include the Department of Energy, the Department of Agriculture, the Environmental Protection Agency, the Department of State, the Department of Commerce, the Department of the Treasury, the Department of the Interior, and the Department of Transportation. Other interagency processes that may contribute to the Task Force include the Global Change Research Program.

C. STAFFING ARRANGEMENTS

Chief Project Officer: David Sandalow, Associate Director for Global Environment, CEQ (202) 456-6543. Administrative Contact: Carolyn Mosley, Administrative Officer, CEQ, (202) 395-5754. The Deputy Assistant to the President for Environmental Initiatives will also hold the title of Chairman of the Task Force. Other Task Force staff may include, at the discretion of the Chair of CEQ or his designee, an Executive Director, a Counselor to the Chairman of the Task Force, and other appropriate staff.

H. TERMS AND DURATION OF THE PROJECT

The project commenced in February 1997 and is expected to last until December 2000.

APPROVED:

Date

George Frampton, Chair
Council on Environmental Quality

DISCUSSION DRAFT ONLY

PROPOSED AMENDMENTS TO CEQ MANAGEMENT FUND CHARTER

G. FINANCIAL PLAN

[do we need any changes here?]

D. PARTICIPATING ORGANIZATIONS

The Task Force will operate under the supervision of the Chair of the Council on Environmental Quality or his designee. ~~Other White House agencies that shall be consulted from time to time include the Office of Science and Technology Policy, the Office of Management and Budget, the National Security Council, and the Council of Economic Advisors.~~ Other agencies ~~that~~ participating in Task Force activities will include the Department of Energy, the Department of Agriculture, the Environmental Protection Agency, the Department of State, the Department of Commerce, the Department of the Treasury, the Department of the Interior, and the Department of Transportation. Other interagency processes that may contribute to the Task Force include the Global Change Research Program.

E. STAFFING ARRANGEMENTS

Chief Project Officer: David Sandalow, Associate Director for Global Environment, CEQ (202) 456-6543. Administrative Contact: Carolyn Mosley, Administrative Officer, CEQ, (202) 395-5754. Other Task Force staff may include, at the discretion of the Chair of CEQ or his designee, an Executive Director, a Counselor to the Chairman of the Task Force, and other appropriate staff, subject to the provisions of this Charter and all applicable law.

H. TERMS AND DURATION OF THE PROJECT

The project commenced in February 1997 and is expected to last until December 2000.

June __, 1999

MEMORANDUM FOR THE CLIMATE CHANGE TASK FORCE

FROM: GEORGE FRAMPTON

RE: TASK FORCE ORGANIZATION

The Task Force will be governed by a Steering Committee made up of the Deputy Assistant to the President for Environmental Initiatives, the Chairperson of the Council on Environmental Quality, and the Deputy Director of the National Economic Council. The Deputy Assistant to the President for Environmental Initiatives shall Chair the Steering Committee meetings and shall also be the Chair of the Task Force. The Steering Committee will consult on a regular basis, as appropriate, with representatives at the Assistant Secretary Level or above from agencies including but not limited to: the Department of Energy, the Environmental Protection Agency, and the Department of Agriculture. The Executive Director will run the day to day operations of the Task Force and its staff, under the supervision of the Steering Committee.



-EXECUTIVE OFFICE OF THE PRESIDENT-
**COUNCIL ON ENVIRONMENTAL
QUALITY**

722 JACKSON PLACE, N.W.
WASHINGTON, D.C. 20503

PHONE: (202) 395-5750
FAX: (202) 456-6546

TO: ROGER LAURENTINE 6-6468

Ellen M. Athas, Deputy General Counsel
202 456-6541; fax: 202 456-0753

FROM: _____

DATE: 5.25.99

PAGES: 7

(INCLUDING COVER SHEET)

COMMENTS:

Roger — Attached pls find:
① Statutory authority for management funds,
② Original charter
③ Amendment to charter
Let's talk about reorganization plans.
Thanks Ellen

The document(s) accompanying this FAX transmission may contain information which is confidential and/or sensitive. The information is intended only for use by the individual or entity named on this transmission sheet. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or the taking of any action in reliance on the contents of this faxed information is strictly prohibited, and that the documents should be returned to this office immediately. In this regard, if you have received this FAX in error, please notify us by telephone immediately so that we can arrange for the return of the original document(s) to us.

(5) assisting in coordinating among the Federal departments and agencies those programs and activities which affect, protect, and improve environmental quality;

(6) assisting the Federal departments and agencies in the development and interrelationship of environmental quality criteria and standards established throughout the Federal Government

(7) collecting, collating, analyzing, and interpreting data and information on environmental quality, ecological research, and evaluation.

(c) The Director is authorized to contract with public or private agencies, institutions, and organizations and with individuals without regard to section 3324(a) and (b) of Title 31 and section 5 of Title 41 in carrying out his functions.

42 USC § 4373. Each Environmental Quality Report required by Public Law 91-190 shall, upon transmittal to Congress, be referred to each standing committee having jurisdiction over any part of the subject matter of the Report.

42 USC § 4374. There are hereby authorized to be appropriated for the operations of the Office of Environmental Quality and the Council on Environmental Quality not to exceed the following sums for the following fiscal years which sums are in addition to those contained in Public Law 91-190:

(a) \$2,126,000 for the fiscal year ending September 30, 1979.

(b) \$3,000,000 for the fiscal years ending September 30, 1980, and September 30, 1981.

(c) \$14,000 for the fiscal years ending September 30, 1982, 1983, and 1984.

(d) \$180,000 for each of the fiscal years ending September 30, 1985 and 1986.

42 USC § 4375.

(a) There is established an Office of Environmental Quality Management Fund (hereinafter referred to as the "Fund") to receive advance payments from other agencies or accounts that may be used solely to finance —

(1) study contracts that are jointly sponsored by the Office and one or more other Federal agencies; and

(2) Federal interagency environmental projects (including task forces) in which the Office participates.

(b) Any study contract or project that is to be financed under subsection (a) of this section may be initiated only with the approval of the Director.

(c) The Director shall promulgate regulations setting forth policies and procedures for operation of the Fund.



EXECUTIVE OFFICE OF THE PRESIDENT
COUNCIL ON ENVIRONMENTAL QUALITY
WASHINGTON, D.C. 20503

COUNCIL ON ENVIRONMENTAL QUALITY
MANAGEMENT FUND CHARTER

A. IDENTIFICATION OF MANAGEMENT FUND PROJECT

Title: White House Climate Change Task Force

Task: To coordinate and expand activities among agencies aimed at informing the public and interested parties about climate change and to build support for Administration policy and international negotiating positions.

B. PURPOSE AND AUTHORITY

The authority for this project is derived from Section 102(2)(F) of the National Environmental Policy Act; Section 206 of the Environmental Quality Improvement Act, as amended, 42 U.S.C. Sec. 4375; section 602 of the Economy Act, as amended, 31 U.S.C. Sec. 1535; and the authorizing legislation of the Office of Environmental Quality and the agencies involved. The Task Force was created by the Co-Chairs of the Deputies' Climate Change Committee.

The task force will:

- Coordinate interagency activities related to climate change outreach and communications activities;
- Coordinate interagency activities related to the development of outreach and communications materials related to climate change;
- Coordinate interagency activities to work with and to inform Congress about issues related to climate change;
- Coordinate outreach activities among agencies to key affected groups including the public, industry, environmental groups, labor, and other interested parties;
- Participate in development of policies (at Deputies and Assistant Secretaries levels) and in international negotiations in order to ensure effective coordination with outreach activities;
- Periodically report to the Deputies about its activities.

C. FINANCIAL PLAN

The Project anticipates an expenditure of \$200,000 with funding provided by participating agencies including the Department of Energy, the Department of Interior, the Environmental Protection Agency, the Department of Agriculture, the Department of State, and the Department of Commerce and others.

D. PARTICIPATING ORGANIZATIONS

The Office of Environmental Quality will be the co-chair of the task force along with the National Economic Council. Other White House offices that will participate include the Office of Science and Technology Policy, the office of Management and Budget, and the Council of Economic Advisors. Other agencies participating in Task Force activities will include: the Department of Energy, the Department of Commerce, the Department of Interior, the Department of Agriculture, the Environmental Protection Agency, the Department of Health and Human Services, the Department of Transportation, the Nuclear Regulatory Commission, The National Aeronautics and Space Administration and the National Science Foundation. Other interagency processes that will contribute to the Task Force include the Global Change Research Program and the President's Commission on Sustainable Development, as appropriate.

E. RELATION TO CEO/OEO STATUTORY AUTHORITY

The Council on Environmental Quality was established by Title II of the National Environmental Policy Act (NEPA) of 1969. The primary role of CEQ is to implement the policy goals set forth in NEPA. One of CEQ's key roles is to coordinate interagency activities related to policy development and implementation. In addition, Section 102(2)(F) provides that federal agencies shall recognize the worldwide and long-range character of environmental problems and, where consistent with foreign policy of the United States, lend appropriate support to initiatives, resolutions, and programs designed to maximize international cooperation in anticipating and preventing a decline in the quality of mankind's world environment. This particular project will assist in furthering CEQ's role in coordinating such a policy.

F. STAFFING ARRANGEMENTS

Chief Project Officer: David Sandalow, Associate Director for Global Environment, CEQ (202) 456-6543

Administrative Contact: Carolyn Mosley, Administrative Officer, CEQ, (202) 395-5754.

G. DUTIES

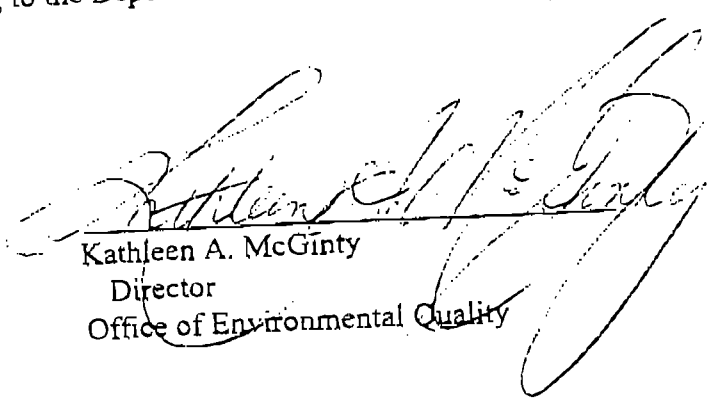
The duties of the task force are advisory in nature.

H. TERMS AND DURATION OF THE PROJECT

The project is scheduled to commence in February 1997 and is expected to last until June 1998.
The Task Force will provide periodic reporting to the Deputies' Climate Change Committee.

APPROVED:

2.12.97
Date


Kathleen A. McGinty
Director
Office of Environmental Quality



EXECUTIVE OFFICE OF THE PRESIDENT
COUNCIL ON ENVIRONMENTAL QUALITY
WASHINGTON, D.C. 20503

COUNCIL ON ENVIRONMENTAL QUALITY
MANAGEMENT FUND CHARTER AMENDMENT

On February 12, 1997, the Council on Environmental Quality Management Fund Charter was signed for the White House Climate Change Task Force. The Task Force is chartered to coordinate and expand activities among agencies aimed at informing the public and interested parties about climate change and to build support for Administration policy and international negotiating positions.

This project Charter is hereby amended as follows:

C. FINANCIAL PLAN

The Project anticipates an additional expenditure of \$350,000 with funding provided by participating agencies, including the Department of Energy, the Department of the Interior, the Environmental Protection Agency, the Department of Agriculture, the Department of State, and the Department of Commerce.

D. PARTICIPATING ORGANIZATIONS

Kathleen A. McGinty, Chair, Council on Environmental Policy will co-chair the Task Force with Gene B. Sperling, Assistant to the President for Economic Policy, and Todd D. Stern, Assistant to the President for Special Projects. Other White House offices that will participate include the Office of Science and Technology Policy, the Office of Management and Budget, the National Security Council, and the Council of Economic Advisers. Other agencies participating in Task Force activities will include the Department of State, the Department of Energy, the Department of Commerce, the Department of the Interior, the Department of Agriculture, the Environmental Protection Agency, the Department of Health and Human Services, the Department of Transportation, the Nuclear Regulatory Commission, the National Aeronautics and Space Administration, and the National Science Foundation. Other interagency processes that will contribute to the Task Force include the Global Change Research Program and the President's Commission on Sustainable Development, as appropriate.

H. TERMS AND DURATION OF THE PROJECT

The project commenced in February 1997 and is expected to last until December 1999. The Task Force will provide periodic reporting to the Deputies' Climate Change Committee.

APPROVED:

4/30/98
Date

Kathleen A. McGinty for

Kathleen A. McGinty

Chair

Council on Environmental Quality



United States Department of the Interior

OFFICE OF THE SECRETARY
1689 C Street, Suite 100
ANCHORAGE, ALASKA 99501-5151

TELEFAX TRANSMITTAL

Date: 5/27/99 No. Pages: 5

	<u>Phone Number</u>	<u>Telefax Number</u>
To: Bobby Conner	(907) 456-6493	(907) 456-6468
From: Marilyn R. Heiman Special Assistant to the Secretary for Alaska	(907) 271-5485	(907) 271-4102

Here's the trip draft for Roger

Draft #2 PROPOSED ALASKA TRIP Draft #2

**John Berry, DOI-Assistant Secretary, PMB
Elgie Holstein, OMB-Office of Management and Budget
Roger Ballentine, White House
Marilyn Heiman, DOI-Special Assistant to the Secretary for Alaska**

Sunday, May 30, 1999

Travel day-Washington, D.C. to Gustavus, Alaska

- 6:15 AM Depart Washington National Airport, NW Flt. #1821
Connect at Detroit, NW Flt. #281
Connect at Seattle, NW Flt. #4075
- 1:20 PM Arrives Juneau International Airport, met by NPS staff pilot Mike Sharp
- 2:00 PM Depart Juneau, NPS airplane, weather permitting fly the scenic route to Glacier Bay NP/P
- 3:30 PM Arrive at Gustavus, met by Chief Ranger Randy King & NPS staff, lodge check-in
- Flex-time Glacier Bay National Park & Preserve-Rest and Relax-R&R or
Options include short nature hike, etc.
- 6:00 PM Dinner

RON: Glacier Bay Lodge
Gustavus, Alaska

Monday, May 31, 1999 (Memorial Day)

- 7:00 AM Breakfast at Lodge, check-out
- 8:00 AM Scheduled tour of the park to be provided by Superintendent Tomie Lee & staff
Boat tour w/Boat Ranger Chuck Young will include wilderness areas, bays, islands, discuss commercial fishing, kayaking, etc.
- Contact Person: Tomie Lee, Superintendent, GBNP/P
Box 140
Gustavus, Alaska 99826
(907) 697-2232
- 4:00 PM NPS boat returns to dock, NPS transfer to commuter airplane

5:45 PM Depart Gustvaus, Wings of Alaska Flt. # 86
7:24 PM Connect at Juneau, Alaska Airlines Flt. #67
9:00 PM Arrive Anchorage International Airport. Met by Marilyn Heiman

RON Captain Cook Hotel
4th and K Streets, Anchorage, Alaska
(907) 276-6000

Tuesday, June 1, 1999

7:00 AM Breakfast at the hotel-check-out
Marilyn will pickup party at hotel

7:50 AM Depart hotel for DOI-OAS,

8:00 AM Met at OAS by Russ Wilson, Deputy Superintendent, Denali NP/P

8:30 AM Depart Anchorage in NPS/OAS charter. Pilot Jay Hudson, Hudson Air Service (N7396C); for the slopes of Mount McKinley, DNP/P, Alaska,

9:30 AM Arrive NPS mounteering base camp, 7000 foot level, meet w/NPS Mtn. Ranger Meg Purdue.

10:30 AM Arrive Talkeetna Airport. Tour of NPS Talkeetna Mountaineering Center (time permitting), discuss proposed Denali High Altitude Rescue Study, recent climbing rescues (3 this year).

11:30 AM Depart Talkeetna Airport in NPS aircraft, overfly South Side Development proposal, view park glaciers, wildlife, land at climbing at mountain base camp, view Mt. McKinley, over fly back country.

12:30 PM Arrive Kantishna airstrip. Meet with Steve Martin, Denali Superintendent. Have lunch with Wally and Jerryne Cole (Camp Denali-wilderness lodge owners).

1:30 PM Depart Kantishna for the park headquarters, discuss road access, inholders, view wildlife, short stops along the road. Arrive Denali National Park and Preserve Headquarters (907) 683-9581, P.O. Box 9, Denali Park, Alaska

5:30 PM Check-in at Denali park Hotel-ARA

6:30 PM Dinner w/Russ Wilson

RON XXXXXXXXXXXXXXXXXXXX (NPS is making reservations)
Denali National Park/Preserve
Denali Park, Alaska

Wednesday, June 2, 1999

7:00 AM Breakfast at hotel, check-out

8:30 AM Depart for Denali NP/P Headquarters w/Russ Wilson and NPS staff.
Discuss wilderness values, snowmobiles, tourism impacts, acquisitions,
view wildlife, discuss Denali airstrip closure, park visitations & impacts.

11:30 AM Depart Denali NP/P airstrip for Fairbanks, fly the Stampede Route, NPS aircraft

12:15 PM Arrive Fairbanks International Airport, met by Dick Pospahala, Assistant Regional
Director and Fran Mauer, Biologist (caribou), Arctic National Wildlife Refuge at
FWS airport hanger. Have quick lunch.

1:00 PM Depart for the North Slope w/ FWS staff and FWS Pilots:
Dave Sowards & Don Carlson. Office contact: ANWR 907 456-0250/0253
Room 236, 101 12th Avenue, Fairbanks.
Overfly TAPS, haul road, pump stations, Yukon River Bridge, Yukon Flats NWR.
Refuel Bettles or Galbraith Lake (Arctic Village)

4:00 PM Arrive ANWR, overfly refuge on route to Peters Lake.
Discuss ANWR issues.

5:00 PM RON ANWR-Peters Lake FWS cabin

6:00 PM Dinner at FWS cabin

Thursday, June 3, 1999

8:00 AM Hike, view wildlife or continue over flight of Arctic National Wildlife Refuge
Discuss ANILCA 1002 wilderness proposal, view migrating caribou, possible
caribou and musk-ox calving, bear activity. Fly to Kaktovik, KIC well, etc.

2:00 PM Depart ANWR/coastal plain for return to Fairbanks.

5:30 PM Airport check-in for return flight to Anchorage.

6:24 PM Depart Fairbanks Airport, Alaska Airlines, Flt. #196.

7:19 PM Arrive Anchorage Airport, POV to the hotel

RON Lodging: Captain Cook Hotel
4th and K Streets, Anchorage, Alaska
907 276-6000 or (800) 843-1950

Friday, June 4, 1999

6:00 AM Depart Captain Cook Hotel for Anchorage International Airport

7:05 AM Depart Anchorage International Airport via ERA Flt. #4890

8:15 AM Arrive Kodiak Airport, met by Jay Bellinger, Refuge Manager, Kodiak NWR
1390 Buskin River Road, Kodiak, Alaska 99615, (907) 487-2600

9:00 AM Depart Kodiak Airport for Kodiak NWR via FWS Pilot Tony Chatto.
Overfly Kodiak NWR, view EVOS land acquisitions, discuss small parcels,
ANCSA 22(g) lands, Brown Bears & habitat, etc

Noon Lunch, visit Native village, meet with village elders. Discuss salmon streams,
fishing, and refuge wildlife, wilderness values, research and monitoring, etc.

5:00 PM Arrive Karluk River, Camp Island, FWS cabin.

RON Kodiak NWR, Karluk Cabins

Saturday, June 5, 1999

7:00 AM Breakfast at FWS Cabin, Camp Island

8:00 AM Continue tour of the Kodiak NWR and EVOS land acquisitions. Brown Bear and
other wildlife.

4:46 PM Depart Kodiak Airport via Alaska Airlines Flt. #182

5:37 PM Arrive Anchorage International Airport.

7:25 PM Depart Anchorage International Airport NW Flt. #850 for Washington, DC

Printed: May 27, 1999 @ 9 AM

DISCUSSION DRAFT ONLY

PROPOSED AMENDMENTS TO CEQ MANAGEMENT FUND CHARTER

D. PARTICIPATING ORGANIZATIONS

The Task Force will operate under the supervision of the Chair of the Council on Environmental Quality or his designee. White House offices participating in the Task Force will include the Office of Management and Budget, the Office of Science and Technology Policy, the National Security Council, the National Economic Council and the Council of Economic Advisors. Other agencies participating in Task Force activities will include the Department of Energy, the Department of Agriculture, the Environmental Protection Agency, the Department of State, the Department of Commerce, the Department of the Treasury, the Department of the Interior, and the Department of Transportation. Other interagency processes that may contribute to the Task Force include the Global Change Research Program.

C. STAFFING ARRANGEMENTS

Chief Project Officer: David Sandalow, Associate Director for Global Environment, CEQ (202) 456-6543. Administrative Contact: Carolyn Mosley, Administrative Officer, CEQ, (202) 395-5754. The Deputy Assistant to the President for Environmental Initiatives will also hold the title of Chairman of the Task Force. Other Task Force staff may include, at the discretion of the Chair of CEQ or his designee, an Executive Director, a Counselor to the Chairman of the Task Force, and other appropriate staff.

H. TERMS AND DURATION OF THE PROJECT

The project commenced in February 1997 and is expected to last until December 2000.

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Memorandum

To: Dan Sakira, Chief of Staff, Council on Environmental Quality
cc: Roger Ballentine, Chairman, White House Climate Change Task Force
From: Jeff Seabright, Executive Director, White House Climate Change Task Force
Date: July 23, 1999
Re: Action Plan and Resource Requirements for White House Climate Change Task Force

This memo outlines proposed strategic goals and resource needs for the Task Force over the next 18 months, with specific action recommendations through December 1999.

Long-Term Goals: The Administration long-term goal is ratification of the Kyoto Protocol and development of enabling legislation post COP-6. Accordingly, this plan calls for a campaign aimed at building the support that will be necessary to achieve that goal. This will entail:

- Increased awareness and concern for the threats posed by climate change, and belief that the Administration's proposed solutions are effective, affordable and equitable.
- Growing engagement by business leaders, state/local governments and opinion makers.
- Demonstrated progress in advancing Administration policies, programs and legislation which bring economic as well as climate benefits.

The public accepts that the science is real and that climate change is serious; less clear in the public mind is the urgency and cost of addressing it. Our outreach, communications and legislative strategy should embrace a positive message that America can and should step up to this challenge now-- from more work with "solutions" industries, to events which highlight a positive technology "can do" theme, to support for legislation which underscores this message (biofuels, wind tax credit, etc).

Short Term Goals: August-December 1999

Over the next five months, several outreach, legislative and communications products are proposed: transport Executive Order, Bioenergy Executive Order, possible White House event on "smart solutions"; legislative/communications victories on FY2000 budget/tax battles, including bioenergy legislation; coordination of FY2001 climate budget proposal; Administration closure on select industry deliverables; initiate state/local "what's working" campaign, including possible POTUS and/or POTUS events; advance acceptable credit for early action legislation.

1. Industry Outreach:

Must do:

- Pursue "integration" compromise with utilities on NSR.
- Reframe challenge to industry to focus on companies rather than sectors with view towards WH event with 10-15 companies.
- Design outreach plan on "smart solutions" business (biofuel, etc); tie to communications strategy.

2. Legislative

Must Do:

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- Finalize early credit positions (sinks, 5% cap, state/local) and strategy for Administration engagement.
- Identify key budget and tax priorities for FY2000 budget endgame (CCTI and related spending bills).
- By September 1, get FY2001 climate budget package on table.
- Education and outreach effort for key staff and Members
- Play defense on riders

Should do:

- Push leadership opportunities (morning business, climate statements on legislation, etc)
- Push electricity restructuring

3. *Communications/Deliverables:*

- Issue Bioenergy EO and link to climate change (August 12)
- PCAST event on international opportunities and budget (August 20)
- Issue Transport Executive Order;
- Possible White House event on Climate Solutions (December)
- Possible POTUS climate budget event.
- NOAA/FEMA "Extreme Weather" conference in Autumn
- Plan youth education effort – "National Climate Science Week"; Earth Day 2000?
- Validators and surrogates: draft op-eds and Q&As – ongoing.
- Mailing to opinion leaders, Hill on recent climate developments & issues pre COP5
- Enhance communications within USG and Congress and outreach by senior officials; newsletter.

4. *Inter-agency Policy Coordination:*

- Strategy on domestic and international sinks policy (including decisions on early action legislation)
- Economic benefits analysis (not in SGM model) – health and technology
- "Best practices" compendium for state and local governments
- Trade competitiveness benefits of climate-friendly technology innovation.
- International policy development and developing country strategy
- Biofuels and utilities initiatives

5. *Intergovernmental/NGO Outreach*

- By August 6, Roger Ballentine to meet with selected state officials
- POTUS/VPOTUS event to kick off state/local effort and release "best practices"
- Organize meeting with state officials on climate benefits of electricity deregulation
- Meet with environmental foundation executives – possible VPOTUS event
- Outreach to labor, religious leaders, environmental NGOs

Resource Requirements:

Staffing of Task Force: The WHCCTF last month had five Agency representatives assigned to it; with the addition of Seabright, Gardiner and Bledsoe, the total is eight. To carry out the "must do" agenda detailed in this action plan, we propose adding two more positions, bringing the total to ten. There were ten staff on the Task Force in 1998.

Executive Director: Manage day-to-day operations of Task Force and provide oversight for policy, outreach, legislative and communications functions. Provide senior level policy advice and inter-agency coordination. Serve as senior liaison with business/industry.

Status: *Jeff Seabright (USAID)*

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Counselor: Provide strategic and policy advice on both domestic and international climate change activities. Specific assignments include senior level coordination on several policy fronts, including FY2001 budget development, development of Administration views on early credit legislation, and senior level outreach to the environmental community.

Status: *David Gardiner* (EPA)

Assistant to the Chairman: Direct and support senior-level initiatives and policy priorities for Chairman of the Task Force, including legislative initiatives and inter-agency special projects and activities, such as the Executive Orders on building efficiency (announced June 3) and federal transportation.

Status: *Shelley Fidler* (DOE)

Industry Liaison: Work with industry, companies, trade associations and other USG agencies (primarily EPA and DOE) to develop successful cooperative activities and initiatives. Oversee industry consultation process and follow up.

Status: *Janet Anderson* (DOE)

Legislative Director: Advance Administration climate agenda with the House and Senate on all aspects of climate-related legislation, including appropriations, riders and tax measures. Coordinate inter-agency "team" of legislative staff to ensure broadest possible coverage of climate-related issues.

Status: *Julie Anderson* (EPA)

Communications Director: Working with other departments and agencies, coordinate press/media, constituency and public information strategy to advance Administration message on climate change.

Status: *Paul Bledsoe* (DOI) - pending

Policy Adviser/Senior Counsel: Support policy development for Task Force in inter-agency fora. Provide high-quality and rapid written materials on climate change, including articles, op-eds, testimony and other public information documentation.

Status: *John Gibson* (DOD)

Agriculture/Forests Advisor: Policy guidance on forestry and agricultural issues; legislative and outreach efforts with agriculture/forestry constituency. Primary liaison with USDA.

Status: *Vacant* (USDA)

Outreach Coordinator: Coordinates outreach to constituency groups that are interested in climate change, including state and local government, the religious community, the environmental community, labor unions and others. Works closely with outreach activities of the Departments and agencies, as well as with CEQ.

Status: *Jackie Krieger* (EPA) – pending

Administrative Assistant: Provides administrative support to Task Force in all areas; coordinates with Carolyn Mosley of CEQ.

Status: *Mary Washington* (DOE)

Total: 10 reps and 2 interns (*Eli Levitt* and *Lilly Lowery*)

Operating Budget: Based on the workplan identified in this memo, a replenishment of the Task Force operating budget in the amount of \$225,000 will be needed. The current balance available to the Task Force from the initial allocation of \$350,000 in 1997 is \$77,000, out of which \$52,000 is owed to GSA for rent of the Jackson Place property. The proposed budget of \$250,000 (\$225k plus carry over of

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\$25k) will fund: rental through January 2001 (\$78k); travel (\$42k); two/three outreach events (\$80k); publications (\$25k); miscellaneous operating expenses (\$25k).