AGENTS OF CHANGE

A PROJECT TO SUPPORT BUILDING LOCAL VOLUNTEER ENGAGEMENT PROGRAMS
Facts about the AOC Project

This project will help local governments engage residents in their local climate action planning by:

- Designing local government-led and supported volunteer engagement programs;
- Identifying collaborators and stakeholders within their communities;
- Identifying opportunities and supporting the inclusion of diverse perspectives and equity-seeking groups in volunteer program design and delivery;
- Recruiting and supporting volunteers;
- Developing and delivering training programs for volunteers; and
- Providing financial support to the local government to be used towards establishing the volunteer programming.
Who’s Involved?

Project Facilitator
Project Leadership Group
Project Participants
January - March 2022
In the Recruitment Phase of the project we will open an application process and select 10 municipalities to participate from across Canada. Recruitment will include distribution of application materials, promotional webinars, one-on-one discussions, as well as the submission and review of applications.

April - July 2022
In the Program Design Phase we will work with the participating municipalities to design their volunteer engagement programming. It will involve learning from subject matter experts, designing the internal structures for a municipally-supported volunteer engagement program, and engaging collaborators and stakeholders within their communities. Participating municipalities will receive $15,000 to support some of the hard costs of setting up their volunteer engagement programs (funds must be matched by their own contributions).

August - December 2022
In the Program Launch Phase participating municipalities will launch their programs, which may include events, beginning to recruit and train volunteers, and outreach. **Note:** these are the first five months of a long-term implementation. Applicants should demonstrate how they will continue the program beyond the timeline of the Agents of Change project.

January - February 2023
In this final phase of the project we will focus on documenting the lessons learned to help benefit other Canadian municipalities or community members working to engage their communities in local climate action. We will create templates, guidance documents and case studies to support the creation of local engagement programs action across the country.
Why join?

- Access facilitated networking and collaboration with peers from across the country to promote better engagement in local climate action.
- Receive templates and tailored materials to establish local volunteer engagement program (i.e. Terms of Reference, facilitator guides, job descriptions).
- Gain access to experts and best practices in the field.
- One-on-one support from ICLEI staff throughout the project.
- Receive training support for municipal staff and local volunteers.
Why join con’t?

- Receive funding of $15,000 to help cover the hard costs of establishing a local volunteer engagement program.
- Eligible for approximately $1,000 in travel funds to support participation in a national project meeting.
- Participate in an opportunity to share your experience and the lessons learned in your community with a national audience.
What are the eligibility criteria?

- Only local governments and First Nations can join as participants to the project.
- Your local government must have an ambitious community GHG reduction target, such as a 30% reduction in baseline GHG levels by 2030, or net zero emissions.
- Your local government must have a local climate action plan that is in/nearing the implementation phase.
- Your municipality must be a participant in the Partners for Climate Protection (PCP) Program or the Building Adaptive and Resilient Communities Program (BARC). If you are not a participant, please contact us to join.
- You must be able to articulate a local challenge to which you have identified the establishment of a volunteer or other outreach program as the required solution.
- You must be able to demonstrate a commitment to engaging residents and stakeholders in climate action through the establishment of a local volunteer engagement program over the course of this 15-month project.
What is the expected commitment?

- The volunteer programs must be impact oriented, meaning they should be targeting action to reduce emissions identified in your inventory and prioritized in your local climate action plan. Analysis to assess or quantify impact will be conducted with support from ICLEI.
- Volunteer programs targeted at adaptation or resilience are welcome, but you must ensure it is impact oriented and will be able to demonstrate a reduction in emissions.
- Match the $15,000 in funding support for the hard costs of establishing a local volunteer engagement program with cash or in-kind support (by February 2023).
What is the expected commitment con’t?

- Actively participate in maximum 2-hour monthly project related workshops, meetings, and webinars.
- Actively participate in one full-day national project meeting, date and location to be determined.
- Share your experiences and lessons learned in the Lasting Legacy phase of the project.
- Provide an estimated minimum time commitment of approximately 20 days over a 15-month period.
- Sign a partnership agreement confirming its agreement with these conditions.
How will applications be evaluated?

Applications will be reviewed for administrative and technical completeness based on the application form requirements and then evaluated by the Project Leadership Team according to the following evaluation framework:

- A – Exemplary responses to questions with many examples, testimonials, letters of support and/or other specific details.
- B – Clear responses to questions with some examples, testimonials, letters of support and/or other specific details.
- C – Partial responses to questions with minimal examples, testimonials, letters of support and/or other specific details.
- D – Inadequate response to questions with no examples, testimonials, letters of support and/or other specific details.
Sample Volunteer Engagement Programs - for inspiration only, not prescriptive

- **Toronto’s Neighbourhood Climate Action Champions** – training to establish individual climate action leaders to engage neighbourhoods in support of the TransformTO CCAP

- **UBC’s Cool Hood Champions** - training to become neighbourhood climate champions through the use of interactive workshops.

- **Vancouver’s Green Bloc Neighbourhoods** – Engaged neighbours in community-based workshops and projects to lower ecological footprints.

- **Edmonton’s Change for Climate** - online platform to engage the wider community on climate change.
How to apply

Review all the project materials including:

1. Project Brochure
2. FAQs
3. Volunteer Program Examples
4. Application Form

https://icleicanada.org/project/agents-of-change/

Complete the Application Form, email it to:
iclei-canada@iclei.org

Due: end of day on February 25, 2022
Frequently asked questions

1. Can my local government apply if we already have a volunteer engagement program?
2. What can the $15,000 be used for?
3. How can our local government meet the matching fund requirements?
4. Can an upper tier government apply on behalf of its lower tier government?
5. Can a non-profit organization or other entity apply on behalf of the municipality?
6. How can our program demonstrate it is impact oriented?
7. How much of a time commitment is the project?
8. Is the project being offered in both official languages?
9. What if our timeline does not meet that of the project?
Acknowledgement

This project is undertaken with the financial support of the Government of Canada.
Open for Questions!