

DALLAS-FORT WORTH CLEAN CITIES TECHNICAL ADVISORY COMMITTEE GUIDING PRINCIPLES

PRIMARY RESPONSIBILITY OF TECHNICAL ADVISORY COMMITTEE

The purpose of the Dallas-Fort Worth Clean Cities Coalition Technical Advisory Committee is to guide the Coalition's strategic direction, support its activities, and facilitate its capacity for growth. The Technical Advisory Committee will provide technical expertise, public outreach support, review of regional transportation and air quality planning, and assistance in the selection of transportation and air quality projects funded by the [Regional Transportation Council](#) (RTC) and the Executive Board of the [North Central Texas Council of Governments](#) (NCTCOG) on an as-needed basis. ~~The Technical Advisory Committee will provide recommendations on projects and programs to be presented to and approved by the~~ [Surface Transportation Technical Committee](#) (STTC), RTC, and Executive Board. Responsibilities for members include attending ~~two to four~~ [four](#) Technical Advisory Committee meetings per year, attending or participating in select Department of Energy trainings or webinars about the Coalition network and national objectives (approximately two per year), advising and recommending the approval of strategic plans, providing input on and assisting with event, webinar, or training planning such as by inviting speakers or key attendees, assisting with publicizing events, and providing recommendations on and assisting with community engagement efforts for relevant initiatives.

NUMBER OF COMMITTEE MEMBERS

The Technical Advisory Committee will have a minimum of five members up to approximately 25 with an odd number of total members.

MEMBERSHIP

At least fifty-one percent (51%) of the Technical Advisory Committee membership should be STTC-affiliated or other public sector agencies. Non-STTC membership organization participation is allowed. Any federal agency participation will be ex officio. The Committee will strive for public sector representation to reflect a balance between eastern and western subregions of the 16-county region including Collin, Dallas, Denton, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, Tarrant, and Wise counties. Each public sector agency may select and maintain one representative on the Committee. The Committee can have up to forty-nine percent (49%) from the private sector with one representative from each private sector agency. Only confirmed members may vote.

LENGTH OF APPOINTMENT FOR MEMBERSHIP

Representatives from each member organization will serve for a minimum term of two years. To the extent possible, Committee member terms will be staggered to ensure continuity as members join and depart. If a member is unable to complete their full term, they will be able to select a representative from their organization to fill in for the remainder of the term.

TERMS OF OFFICE

A Chair and Vice Chair officers are approved by the Technical Advisory Committee. Officer duties shall begin in October. Officers are appointed for a minimum term of two years, **serving the first year as Vice Chair and the second year as Chair**. The Chair presides at meetings of the Committee and **has the ability to call interim meetings with majority approval from the Committee**. The Chair will solicit input from Committee members and Coalition staff to develop agendas for the meetings. In case of a tie during a vote, the Chair will be deemed to have the authority to break the tie. The Vice-Chair performs the Chair's duties in his/her absence.

STANDARD MEETING DATE, TIME, LOCATION

The Technical Advisory Committee will meet quarterly at NCTCOG offices.

SPECIAL REQUIREMENTS

Members should be knowledgeable about alternative fuels, vehicles, infrastructure, or other subject matters relating to the Technical Advisory Committee.

ATTENDANCE

Recorded attendance will be reported to STTC as a Fast Fact, and to RTC in the Directors Report. Representatives may be sent in the place of a Committee member who is unable to attend and vote on behalf of the member.

QUORUM

The Committee-approved membership in attendance at a meeting shall constitute a quorum for action to be taken. Business of the Committee may be accomplished by a simple majority vote of the members in attendance.

MEETING RECORDS

Meeting notes of all meetings shall be kept and submitted to the membership of the Technical Advisory Committee for approval.

STANDARDS OF CONDUCT

The Standards of Conduct (Ethics Policy) included in the [RTC bylaws](#) will be followed.

MEETING PARTICIPATION

Technical Advisory Committee meetings are open to the public and provide a forum for participating individuals to provide comments and ask questions. Individuals participating in the meeting that are not members of the Committee are not eligible to vote.

DFW Clean Cities Strategic Plan DRAFT

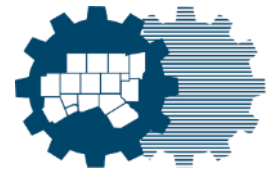
Summary of Feedback from DFW Clean Cities Technical Advisory Committee Members

General Comments

- Request from Clean Cities national organization to provide direct goals/metrics that tie in national program specific goals:
 - 16% increase year-over-year increase in gasoline gallon equivalent reductions
 - 20% year-over-year increase in greenhouse gas emissions reductions
- Concerns raised about setting numerical goals that the Coalition is not in a position to influence directly and suggestion to discuss specific actions that the advisory committee believe are within Coalition control.
- Suggestion made for a visualization or dashboard to track progress and show online or at regularly scheduled committee meetings.

Specific Comments

- Program 1 Goal 3 – Clarification requested on whether this means over 100 electric vehicles per tract by 2027
- Program 1 Goal 3, Activity 2 description – Recommendation to add education on funding (tax rebates, etc.) and ownership cost savings (reduction of fuel costs, lower maintenance costs, etc.) as that could be important information for lower-income or disadvantaged communities.
- Program 2 Goal 1, Activity 1 – Clarification requested on ownership of the charging stations – Public, Private, or some of each
- Program 2 Goal 1, Activity 2 description – Recommendation to emphasize fast charging
- Program 2 Goal 2, Activity 1 description – Clarification requested on ownership of the charging stations – Public, Private, or some of each
- Program 3 Goal 1, Activity 1 – Recommendation to define CNG for consistency
- Program 3 Goal 2 – Recommendation to split into two separate goals:
 - 1 - increase by 200% by 2027 the number of publicly accessible EV chargers in the region.
 - 2 - Encourage elements such as battery and solar to reduce the grid demand or allow off-grid charging to provide resiliency.
 - Caution that elements of grid resiliency get very complicated to implement and suggestion to focus on “battery/solar-ready” infrastructure.
- Staffing and Funding, Volunteers - Recommendation to partner with existing volunteer organizations like Texas Electric Transportation Resources Alliance and CleanTx rather than relying on volunteers.



Dallas-Fort Worth Clean Cities (DFWCC) Strategic Plan

Fiscal Year 2024-Fiscal Year 2027

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Overview

- **Strategic Plan Timeframe:** Fiscal Years 2024-2027 (October 1, 2023-September 30, 2027)
- **Frequency of updates:** Ongoing, but at least revisited once a year.
- **About the Coalition:** The Dallas-Fort Worth Clean Cities Coalition works to reduce transportation energy use and improve air quality by providing guidance to fleets and other drivers about clean vehicle fuels/technologies, coordinating infrastructure planning and readiness, and facilitating best practices around transportation-energy integration" [North Central Texas Council of Governments - Progress North Texas 2023 \(nctcog.org\)](https://nctcog.org/Progress-North-Texas-2023)
- **Host Agency:** North Central Texas Council of Governments
- **Local Priorities:** Ten counties within the Coalition territory are designated nonattainment for the pollutant ozone. Due to these local air quality concerns, the Coalition prioritizes technologies in the Clean Cities portfolio as follows:
 - Highest priority: zero-tailpipe emissions fuels/technologies
 - Medium priority: fuels/technologies that can achieve CARB Low-NOx standards
 - Lowest priority: other alternative fuels/technologies
- **DFW Clean Cities Mission Statement:** *A mission statement defines the organization's work, its objectives, and how it will reach these objectives at a high level*

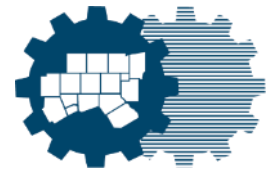
Current NCTCOG (DFWCC Host Agency) Mission Statement	<i>We are an association of, for, and by local governments. We assist our members in planning for common needs, cooperating for mutual benefit, and recognizing regional opportunities for improving the quality of life in North Central Texas.</i>
Old Mission Statement for National Clean Cities Program	<i>Clean Cities coalitions foster the economic, environmental, and energy security of the United States by working locally to advance affordable, domestic transportation fuels, energy efficient mobility systems, and other fuel-saving technologies and practices.</i>
New Mission Statement for National Clean Cities Program	<i>To advance the nation's environment, energy security and economic prosperity through collaboration with communities by building partnerships with public and private stakeholders that create equitable deployment of clean transportation solutions for all.</i>
Old Mission Statement for DFWCC	<i>To improve North Texas air quality through initiatives and partnerships that reduce transportation emissions, improve efficiency, and strengthen the local economy.</i>
New Mission Statement for DFWCC	<i>Pending; to be determined during Fiscal Year 2023 (see Organizational Goal 1)</i>

- **DFW Clean Cities Vision Statement:** *A vision statement expresses how the world/state/community will be different as a result of the organization's work*

New Vision Statement for National Clean Cities Program	Decarbonized transportation future for all communities
New Vision Statement for DFWCC	<ul style="list-style-type: none"> • Pending; to be determined during Fiscal Year 2023 (see Organizational Goal 1) (Staff proposal: All North Texas communities are connected by clean, efficient, and resilient mobility options.)



Dallas-Fort Worth
CLEAN CITIES



SWOT Analysis:

	Helpful	Harmful
Internal Origin (attributes of the organization)	<u>Strengths</u> <ul style="list-style-type: none"> • Host agency expertise in other departments and teams (broad knowledge of Transportation, ability to network with fellow departments on workforce, emergency preparedness, solid waste & wastewater topics, etc.) • Well-funded through host agency and MPO structure, easily able to grow staff and programs • Well-established network with local governments via host agency and well-established communication methods • Technical knowledge of certain alternative fuels, such as electric vehicles, compressed natural gas, and biodiesel • Connections with Clean Cities Coalitions, National Labs, and industry partners • Funding knowledge (both availability and how to successfully apply) 	<u>Weaknesses</u> <ul style="list-style-type: none"> • Inconsistency with tracking stakeholder outreach (e.g. using CRM) and projects (e.g. leveraging SmartSheet or other project management tools) • Maintaining websites with relevant, useful, and easily navigable information • Ability to break “beyond the choir” and develop relationships with private sector fleets and other non-local-government stakeholders • Technical knowledge in certain areas of transportation decarbonization, such as utilities, hydrogen production, renewable diesel, and more • Lack of time to invest in staff development • Struggling to keep up with requests/demands without experiencing “burnout” • Staff retention • Not leveraging relationships as much as we should
External Origin (attributes of the environment)	<u>Opportunities</u> <ul style="list-style-type: none"> • Federal emphasis on clean energy/transportation transition • Ability to pursue federal funding to grow staff and fund new programs • Fleet transition analysis • Public interest in electric vehicles • Oncor’s EVolution Program • Leveraging work conducted by peers • Frequent invitations to meet with new organizations 	<u>Threats</u> <ul style="list-style-type: none"> • State actions that prevent or discourage clean energy/transportation transition • Manufacturers rushing technology resulting in subpar products, therefore “turning off” people from adoption • Supply chain issues such as inflation and delays hindering acquisition of new vehicles and equipment • Influx of other organizations working in the “clean transportation” space with less knowledge and/or a pre-determined agenda that is counterproductive to long-term technology transition

Goals

Goals are intended to be accomplished within the 4-year strategic planning timeframe, and to be Specific, Measurable, Achievable, Relevant, Timebound, Inclusive, and Equitable (SMARTIE)

Program 1: Clean Vehicle Initiatives

Program 1 Goal 1	Support and Document 20 Public Sector Fleets Who Newly Adopt NO _x . Reducing Alternative Fuels by 2027		
Category (check one)	<input checked="" type="checkbox"/> external facing	<input type="checkbox"/> internal	<input type="checkbox"/> capacity building
Measures of success	<ul style="list-style-type: none"> Number of public agency fleets we support adopting new alternative fuels Number of public agency fleets that newly report alternative fuels on the DFWCC Annual Survey 		
Tracking frequency	Yearly (with DFWCC Annual Survey)		
Resources needed to achieve success	<ul style="list-style-type: none"> Information from local fleets Alternative Fuel Fleet Life Cycle Environmental and Economic Transportation (AFLEET) Tool Avenues to outreach to and engage with fleets (leverage Clean Cities Annual Survey, NCTCOG's Transit Team, NCTCOG Regional Directory) Clean Cities resources 		
Responsible parties	NCTCOG/DFW Clean Cities Clean Vehicle Initiatives Team		

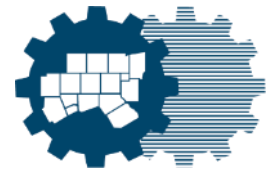
Activity 1	Complete fleet transition analyses
Description	Conduct at least one fleet transition analyses to help identify alternative fuel options for one fleet a year, including an emissions inventory, alternative fuel vehicle replacements, and funding recommendations.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> CRM/Smartsheet Number of analyses completed Quarterly
Activity 2	Conduct or contribute to outreach events educating fleets about alternative fuel vehicles implementation.



Description	Conduct or contribute to two educational events for public fleets. Focus on events which reach fleets that are less familiar with NCTCOG (e.g. rural entities).
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Clean Cities Annual Survey online system • Number of events held or participated in • Quarterly
Activity 3	Assist fleets with finding and applying for funding
Description	Maintain the Air Quality funding webpage, send weekly AQ funding e-blasts, and host a fleet funding workshop/present at events about available funding.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Public Input (e-mail system) • Clean Cities Annual Survey online system • Number of e-blasts sent • Number of workshops held/presentations given • Quarterly

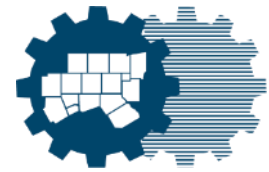
Program 1 Goal 2	Support and Document 10 Private Sector Fleets Who Newly Adopt NO _x - Reducing Alternative Fuels by 2027		
Category (check one)	<input checked="" type="checkbox"/> external facing	<input type="checkbox"/> internal	<input type="checkbox"/> capacity building
Measures of success	<ul style="list-style-type: none"> • Number of private fleets we support adopting new alternative fuels • Number of private fleets that newly report alternative fuels on the annual survey 		
Tracking frequency	Yearly (through annual survey)		
Resources needed to achieve success	<ul style="list-style-type: none"> • Information from local fleets • Alternative Fuel Fleet Life Cycle Environmental and Economic Transportation (AFLEET) Tool • Avenues to outreach to or engage with private-sector fleets (can leverage NCTCOG's Freight and Air Quality teams, NAFA membership, may need additional resources) • Clean Cities resources 		
Responsible parties	NCTCOG/DFW Clean Cities Clean Vehicle Initiatives Team		

Activity 1	Conduct or contribute to outreach events educating fleets about alternative fuel vehicles implementation.
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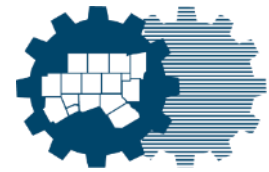
Description	Work with NCTCOG's Freight and Air Quality teams to host or contribute to two outreach events per year educating private fleets on alternative fuel vehicles.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Clean Cities Annual Survey online system • Number of events held or participated in • Quarterly
Activity 2	Complete fleet transition analyses
Description	Conduct at least one fleet transition analyses to help identify alternative fuel options for a fleet a year, including an emissions inventory, alternative fuel vehicle replacements, and funding recommendations.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • CRM/Smartsheet • Number of analyses completed • Quarterly
Activity 3	Assist fleets with finding and applying for funding
Description	Maintain the Air Quality funding webpage, send weekly AQ funding e-blasts, and host a fleet funding workshop/present at events about available funding.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Public Input (e-mail system) • Clean Cities Annual Survey online system • Number of e-blasts sent • Number of workshops held/presentations given • Quarterly

Program 1 Goal 3	Increase EV registration in every census tract in the 12 county Metropolitan Planning Area to at least 100+ EVs by 2027.		
Category (check one)	<input checked="" type="checkbox"/> external facing	<input type="checkbox"/> internal	<input type="checkbox"/> capacity building
Measures of success	EVNT Registration Data		
Tracking frequency	Yearly		
Resources needed to achieve success	Texas DMV registration data, Microsoft Power BI		
Responsible parties	DFWCC, local governments and committees, non-profits		



Activity 1	Hold 3 EV ride-and-drive events in census tracts with low EV adoption rates or in disadvantaged communities to increase public knowledge and adoption of EVs
Description	Coordinate with NCTCOG's Environment and Development department to host two events (Educational events with presentations, showcasing consumer vehicles, and information on total cost of ownership for the individual) per year.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Clean Cities Annual Survey online system • Number of events held or participated in • Quarterly
Activity 2	Attend community outreach events to educate the public on EVs
Description	Attend public facing events, such as EarthX, to educate attendees on the benefits of purchasing and driving EVs.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Clean Cities Annual Survey online system • Number of events held or participated in • Quarterly

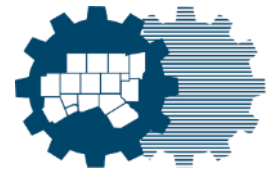
Program 1 Goal 4	Expand the workforce training programs at local community colleges to include electric vehicle technician training by 2027.		
Category (check one)	external facing <input checked="" type="checkbox"/>	internal <input type="checkbox"/>	community building <input type="checkbox"/>
Measures of success	EV technician training offered at Dallas College, Tarrant College, and Collin College and the number of students enrolled in the programs		
Tracking frequency	At the end of each spring semester to account for new or continued enrollment of the program at each college		
Resources needed to achieve success	Partnerships with Dallas College, Tarrant College, Collin College, workforce boards including Workforce Solutions for North Central Texas, OEMs, and materials from other community colleges with EV Programs.		
Responsible parties	NCTCOG/DFW Clean Cities Clean Vehicle Initiatives Team		
Activity 1	Conduct outreach to identify EV OEMs interested in participating in discussions with the colleges.		



Description	OEMs have valuable input for the development of curriculum for EV technician training. NCTCOG maintains a list of OEMs who sell EVs which can be used to contact OEMs.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • SmartSheet/CRM • Number of EV OEMs who are willing to provide input • Once (initial effort to identify participating companies)
Activity 2	Host a meeting with Dallas College, Tarrant College, and Collin College and OEMs to discuss curriculum needs and opportunities for collaboration.
Description	Develop relevant materials to communicate the need for EV technician training in the region. Identify any grant opportunities applicable to achieving the goal. Identify existing EV technician training programs which could be replicated.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • SmartSheet • Meeting materials • Once
Activity 3	Work with local community colleges to apply for any grant funds needed and develop an EV technician training curriculum.
Description	Develop relevant materials to communicate the need for EVSE technician training in the region. Identify any grant opportunities applicable to achieving the goal. Identify existing EVSE training programs to use as a starting point.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • SmartSheet • EV technician program development and number of students enrolled in the program • Yearly

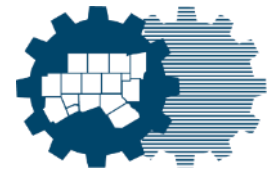
Program 2: Alternative Fuel Infrastructure Initiatives

Program 2 Goal 1	Support 100 light-duty electric vehicle charging station installations in the region by 2028, focusing on installations in areas with identified gaps in charging access		
Category (check one)	<input checked="" type="checkbox"/> external facing	<input type="checkbox"/> internal	<input type="checkbox"/> capacity building



Measures of success	<ul style="list-style-type: none"> • Number of publicly accessible charging stations installations we supported • Proportion of new installations located in identified gap areas
Tracking frequency	Every six months
Resources needed to achieve success	<ul style="list-style-type: none"> • Input from communities on where they would like to have charging stations • GIS analysis to ensure a data-driven approach for siting charging stations • Partnerships with local stakeholders such as governments on charging station projects • Federal and state programs to assist deployment such as phase 2 of the Texas Electric Vehicle Infrastructure Plan and the Charging and Fueling Infrastructure Communities Program • EMPOWER Workplace Charging project to provide resources to stakeholders
Responsible parties	NCTCOG/DFW Clean Cities Infrastructure Team

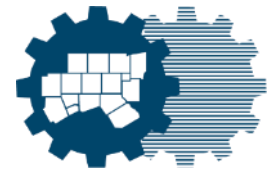
Activity 1	Identify gap areas in need of publicly accessible light duty charging projects
Description	Utilize GIS analysis and stakeholder feedback to identify communities in need of increased availability of light duty charging projects
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • GIS analysis, AFDC Station Locator • Number of projects in progress or deployed through our efforts • Quarterly
Activity 2	Connect with key stakeholders in identified charging gap areas
Description	Coordinate with stakeholders in identified areas to increase availability of level 2 and DCFC charging stations
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Relationships with relevant stakeholders • One-on-one meetings and collaboration with stakeholders • Quarterly
Activity 3	Conduct or contribute to outreach events educating stakeholders about light duty electric vehicles and charging
Description	Hosting events or taking part in speaking opportunities related to light duty electric vehicle infrastructure



Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Smartsheet • Number of events hosted or participated in as a speaker or panelist focusing on light duty charging infrastructure • Quarterly
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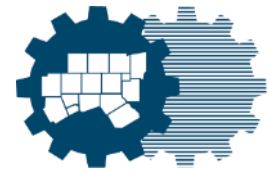
Program 2 Goal 2	Participate in project development to scope 6 medium/heavy-duty alternative fuel vehicle charging or refueling stations in progress by 2028, with at least half near marginalized communities		
Category (check one)	<input checked="" type="checkbox"/> external facing	<input type="checkbox"/> internal	<input type="checkbox"/> capacity building
Measures of success	<ul style="list-style-type: none"> • Number of projects in progress or completed • Proportion of new installations located in marginalized communities 		
Tracking frequency	Every six months		
Resources needed to achieve success	<ul style="list-style-type: none"> • Input from stakeholders such as fleet operators on where they would like to have charging stations • Partnerships with local stakeholders such as governments on charging station projects • Federal and state programs to assist deployment such as the Charging and Fueling Infrastructure Corridor Program • Environment & Development collaboration • Organic Waste-to-fuel feasibility Study 		
Responsible parties	NCTCOG/DFW Clean Cities Infrastructure Team		

Activity 1	Identify potential locations for alternative fuel medium/heavy-duty zero-emission infrastructure projects
Description	Identify opportunities for medium/heavy-duty infrastructure projects, prioritizing publicly accessible fueling locations, zero emission fuels, and development of waste-to-fuel projects
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • GIS analysis, Smartsheet • Number of projects in progress or deployed through our efforts • Every six months
Activity 2	Connect with stakeholders in identified potential locations



Description	Coordinate with stakeholders in identified potential locations to increase deployment of medium/heavy-duty alternative fuel infrastructure
Tracking Method, Metrics, and Frequency	Number of new alternative fueling projects or stations in progress or completed <ul style="list-style-type: none"> • Smartsheet • Meetings with stakeholders to deploy related projects • Every six months
Activity 3	Conduct or contribute to outreach events educating stakeholders about medium/heavy alternative fuel infrastructure
Description	Hosting events or taking part in speaking opportunities related to medium/heavy duty infrastructure, especially zero-emission alternative fuels and waste to fuel projects
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Smartsheet • Number of events hosted or participated in as a speaker or panelist focusing on light duty charging infrastructure • Quarterly

Program 2 Goal 3	Involvement in or completion of 10 initiatives to expedite deployment of alternative fuel infrastructure and increase reliability of EV charging stations by 2028		
Category (check one)	<input checked="" type="checkbox"/> external facing	<input type="checkbox"/> internal	<input type="checkbox"/> capacity building
Measures of success	<ul style="list-style-type: none"> • Trends of unavailable stations in the region • Local government adoption of EV-Ready Building Codes • Length of time for local governments to deploy infrastructure projects 		
Tracking frequency	Every six months		
Resources needed to achieve success	<ul style="list-style-type: none"> • Partnerships with local stakeholders • Regional EV infrastructure working group • National Guidance on EV-Ready Building Codes and Standards • Regional Transportation Council • Charging and Fueling Infrastructure Community Program • AFDC Station Locator 		
Responsible parties	NCTCOG/DFW Clean Cities Infrastructure and Energy Integration Teams		



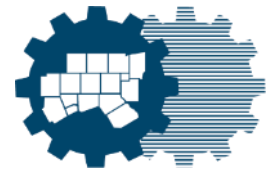
Activity 1	Encourage adoption and regional consistency of EV-ready building codes standards for EV charging infrastructure
Description	Engage local governments to develop guidance for regional EV-ready building standards and explore the potential for a regionwide standard
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> Regional adoption of EV-ready building standards Number of local governments with EV-ready standards in place Every six months
Activity 2	Coordinate with stakeholders to reduce barriers and delays to deploy alternative fuel infrastructure projects
Description	Coordinate with stakeholders, such as local governments, to identify solutions to reduce barriers to deploy alternative fuel infrastructure, including the creation of specialized teams to streamline deployments
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> Smartsheet One-on-one or hosted meetings with stakeholders Every six months
Activity 3	Increase the reliability of EV charging stations in the region
Description	Monitor number of unavailable EV charging stations in the region on AFDC and support programs to increase uptime of new and existing stations such as the Electric Vehicle Charger Reliability and Accessibility Accelerator Program
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> AFDC Station Locator Unavailable stations in the region Quarterly

Program 2 Goal 4	Expand the workforce training programs at local community colleges to include technician training for the installation and maintenance of electric vehicle charging stations by 2027.		
Category (check one)	<input checked="" type="checkbox"/> external facing	<input type="checkbox"/> internal	<input type="checkbox"/> capacity building
Measures of success	<ul style="list-style-type: none"> Number of EVSE technician training courses offered at Dallas College, Tarrant College, and Collin College Number of students enrolled in the programs 		
Tracking frequency	At the end of each spring semester to account for new or continued enrollment of the program at each college		



Resources needed to achieve success	<ul style="list-style-type: none"> Partnerships with Dallas College, Tarrant College, Collin College, workforce boards including Workforce Solutions for North Central Texas, charging station OEMs, installation companies Program materials from the Guaranteeing Access to Underserved and Marginalized Populations by Building Employment Opportunities (GUMBO) project
Responsible parties	NCTCOG/DFW Clean Cities Infrastructure and Energy Integration Teams

Activity 1	Conduct outreach to identify EVSE OEMs and installation companies interested in participating in discussions with the colleges.
Description	EVSE OEMs and/or EVSE installation companies would have valuable input for the development of curriculum for EVSE technician training. NCTCOG maintains a list of EVSE-related companies that can be used to identify companies willing to assist in this effort.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> SmartSheet/CRM Number of EVSE OEM or installation companies identified Once (initial effort to identify participating companies)
Activity 2	Prepare for meetings with Dallas College, Tarrant College, and Collin College by identifying relevant grants, existing EVSE technician training programs and assembling data showing the need for this training.
Description	Develop relevant materials to communicate the need for EVSE technician training in the region. Identify any grant opportunities applicable to achieving the goal. Identify existing EVSE training programs to use as a starting point.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> SmartSheet Meeting materials Once
Activity 3	Hold meetings with each community college and Workforce Solutions for North Central Texas, and charging station OEMs and installation companies to discuss the needed training.
Description	Initiate and facilitate conversations with the community colleges, Workforce Solutions for North Central Texas, charging station OEMs and installation companies to discuss the needed training
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> SmartSheet

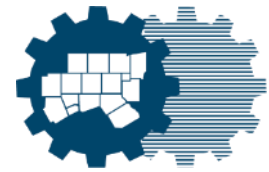


	<ul style="list-style-type: none"> • Meetings held with each community college • Initial meeting with each college and ongoing as needed
Activity 4	Assist and support Dallas College, Tarrant College, and Collin College in pursuing applicable grant opportunities and monitor progress toward establishing the training program.
Description	Assist the colleges in applying for any identified grants to fund the development of the curriculum and acquiring any needed materials and equipment. Monitor progress and assist as needed.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • SmartSheet • Grant applications submitted, if grants available • Ongoing

Program 3: Clean Energy Initiatives

Program 3 Goal 1	Facilitate conversion of all public sector fleet CNG contracts to RNG fueling contracts by 2027.		
Category (check one)	<input checked="" type="checkbox"/> external facing	<input type="checkbox"/> internal	<input type="checkbox"/> capacity building
Measures of success	Percent of public sector fleet fuel contracts that specify RNG fuel		
Tracking frequency	Every six months		
Resources needed to achieve success	Fleets partnerships, DFWCC Annual Survey, and CRM		
Responsible parties	NCTCOG/DFW Clean Cities Clean Vehicles and Energy Integration Teams		

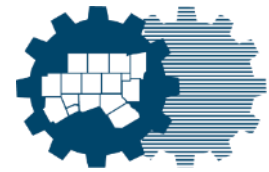
Activity 1	Identify public sector fleets currently using CNG in the region that purchase natural gas through a contract and how many are purchasing renewable natural gas (RNG).
Description	Use the DFWCC Annual Survey and CRM to identify fleets using CNG and purchase via their own contract. Establish baseline of fleets using RNG.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • CRM/Smartsheet • Number of public sector fleets using CNG and purchasing CNG and RNG via a contract.



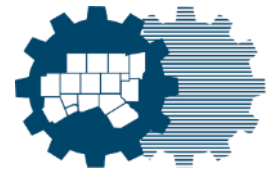
	<ul style="list-style-type: none"> Once (establish baseline)
Activity 2	Hold conversations with identified fleets using CNG to encourage use of RNG
Description	Meet with the identified fleets to discuss the benefits of renewable natural gas and follow-up with these fleets as needed. Leverage recently completed study at North Central Texas Council of Governments - North Central Texas Organic Waste to Fuel Feasibility Study (nctcog.org) .
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> CRM/Smartsheet Number of conversations held per month Monthly
Activity 3	Track progress of the number of public sector fleets in the region that enter RNG contracts.
Description	Continue to assist and follow-up with fleets using CNG to monitor progress toward a RNG contract.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> CRM/Smartsheet Number of public sector fleets using RNG Monthly

Program 3 Goal 2	Increase by 200% by 2027 the number of publicly accessible EV chargers in the region with elements (such as battery or solar) to reduce the grid demand or allow off-grid charging to provide resiliency, especially during natural disasters or other emergencies.		
Category (check one)	<input checked="" type="checkbox"/> external facing	<input type="checkbox"/> internal	<input type="checkbox"/> capacity building
Measures of success	Percentage change increase for EV chargers in the region allowing for off-grid charging		
Tracking frequency	Every six months		
Resources needed to achieve success	Fleet partnerships, utility partnerships, emergency preparedness partnerships, EV charging station suppliers, DFWCC Annual Survey, CRM, AFDC Station Locator, utility data		
Responsible parties	NCTCOG/DFW Clean Cities Infrastructure and Energy Integration Teams		

Activity 1	Identify current number and location of public EV chargers in the region that can provide off-grid charging.
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Description	Establish baseline of EV Chargers that can provide off-grid charging through partnerships with fleets, utilities, EVSE suppliers and AFDC Station Locator. Continue tracking through 2027.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • SmartSheet • Number and location of EV Chargers that can provide off-grid charging • Every six months after baseline established
Activity 2	Hold conversations with utility and emergency preparedness staff to identify areas in the region where resilient EV charging would be of most benefit.
Description	Hold conversations with utility and emergency preparedness staff to identify areas of the region where resilient EV charging would most likely be needed to reduce the demand on the grid as well as understand the types of emergencies that would affect traffic patterns or increase the need for EV charging.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • SmartSheet • Areas of the region and types of emergencies • Monthly until data compiled
Activity 3	Conduct or contribute to outreach/educational events educating stakeholders about the benefits of microgrids and EV chargers able to provide off-grid charging.
Description	Educate stakeholders via webinars, other resources and the data from Activity 2 on the need and benefits of resilient EV chargers. Specifically target stakeholders whose EV chargers are/will be located in areas identified as being of most benefit to the region. Leverage Oncor EVolution program to inform targeted outreach.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • SmartSheet/CRM/Data from Activity 2 above • Number of outreach events and number of attendees • Quarterly
Activity 4	Coordinate with stakeholders to develop resilient EV charger projects and identify and support applications for funding assistance.

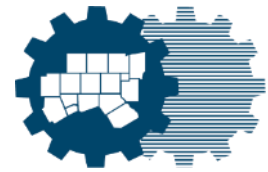


Description	Meet one-on-one with stakeholders as needed to discuss and support resiliency EV charging projects. Identify applicable grants and support applications for funding.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • SmartSheet/CRM • Number of one-on-one meetings and projects supported • Ongoing

Organizational Goals/Capacity Building:

Organizational Goal 1	Develop new mission statement, and potentially also a vision statement, with Advisory Committee input by Spring 2024.		
Category (check one)	<input checked="" type="checkbox"/> external facing	<input checked="" type="checkbox"/> internal	<input type="checkbox"/> capacity building
Measures of success	<ul style="list-style-type: none"> • New mission statement • Potentially a vision statement 		
Tracking frequency	One time		
Resources needed to achieve success	<ul style="list-style-type: none"> • DFWCC Technical Advisory Committee • National program mission statement 		
Responsible parties	All DFW Clean Cities staff		

Activity 1	Solicit ideas on new mission/vision statement prior to January Advisory Committee meeting
Description	Request suggested mission and vision statement concepts from Advisory Committee members.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Survey and/or email inquiry • Request for input sent out • One-time
Activity 2	Synthesize input
Description	Compile and summarize input received.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Survey and/or email input • Matrix of feedback • One-time



Activity 3	Facilitate discussion of and vote on mission and vision statement at next meeting
Description	Distribute summary of input provided, facilitate discussion and coordinate a vote.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> Decision documented in meeting summary Updated mission (and vision?) posted on website One-time

Organizational Goal 2	Transition all contacts and contact lists into CRM by end of calendar year 2024.		
Category (check one)	<input type="checkbox"/> external facing	<input checked="" type="checkbox"/> internal	<input type="checkbox"/> capacity building
Measures of success	<ul style="list-style-type: none"> No stray excel spreadsheets of contact lists Regular use of queries and reports to identify stakeholder subsets Regularly updated notes in individual contacts to improve outreach tracking 		
Tracking frequency	Quarterly until completion		
Resources needed to achieve success	<ul style="list-style-type: none"> Completion of CRM updates to accommodate infrastructure contact lists CRM training 		
Responsible parties	All DFW Clean Cities staff		

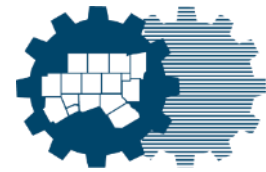
Activity 1	Complete testing of infrastructure updates in CRM
Description	
Tracking Method, Metrics, and Frequency	
Activity 2	Conduct Team-Wide Training to roll out CRM consistently
Description	
Tracking Method, Metrics, and Frequency	
Activity 3	Identify remaining contact lists to be integrated



Description	
Tracking Method, Metrics, and Frequency	
Activity 4	Finish integrating remaining contact lists
Description	Transfer contact information from files identified in Activity 3.
Tracking Method, Metrics, and Frequency	

Organizational Goal 3	Transition Coalition website from Wix to Kentico platform by December 2024.		
Category (check one)	<input checked="" type="checkbox"/> external facing	<input checked="" type="checkbox"/> internal	<input type="checkbox"/> capacity building
Measures of success	<ul style="list-style-type: none"> Entire website transitioned Wix platform retired 		
Tracking frequency	Quarterly until completion		
Resources needed to achieve success	<ul style="list-style-type: none"> Stakeholder input on what is good/bad/ugly about existing website Updated Kentico layout from RIS Staff time reserved for modifying or creating content 		
Responsible parties	All DFW Clean Cities staff and Advisory Committee		

Activity 1	Solicit stakeholder feedback to inform new website content/structure
Description	Ask advisory committee to weigh in on functionality of existing site. What information is superfluous, what is lacking. What is good content that is easy to find and what is good content that is difficult to find.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> Survey and/or email input Matrix of feedback One-time
Activity 2	Sketch new site diagram/menu/navigation



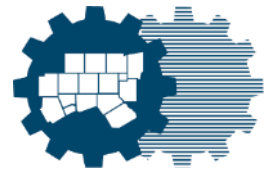
Description	Develop at least two separate options outlining new site navigability and menu structure and get consensus on preferred structure.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Matrix of feedback • 2 site outlines/menu structures • One-time
Activity 3	Draft missing content
Description	Based on preferred structure, determine content that needs to be developed to fill “holes” in structure and draft content.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Smartsheet with linked files • All “missing” content drafted • Every 2 weeks until complete
Activity 4	Transfer existing content
Description	Based on preferred structure, determine content that needs to be revised or simply copied into new structure.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Smartsheet with linked files • All “missing” content drafted • Every 2 weeks until complete
Activity 5	Site testing and go-live
Description	Request Advisory Committee assistance reviewing and “playing with” new site to provide input and identify any issues. Resolve issues and publish final version of new site.
Tracking Method, Metrics, and Frequency	<ul style="list-style-type: none"> • Matrix of feedback • All flagged issues resolved • Weekly until complete (target 3-4 weeks testing)

Internal Support and Governance

Organizational Structure

DFWCC is hosted by the North Central Texas Council of Governments, which serves as the regional planning agency for the 16-county area served by DFW Clean Cities. The Transportation Department (NCTCOG technical staff), the Regional Transportation Council (policy body), and NCTCOG Executive Board (fiduciary agent) together serve as the Metropolitan Planning Organization for a 12-county metropolitan planning area.

Organizational Structure Needs: None currently identified.



Staffing

An organizational chart of the NCTCOG Transportation Department leadership and the team serving as DFW Clean Cities staff, with key responsibilities, is attached as **Attachment 1**.

Staffing Needs: There is a need to fill one full-time vacancy and three intern vacancies.

Administrative Support

Beyond this team, host agency staff with expertise in human resources, fiscal management, legal services, research and information systems, and public involvement/community engagement, support Coalition activities.

Coalition staff also have readily available opportunities to network with peer managers and committees who represent relevant Clean Cities-related subject matter such as transit, active transportation, and connected/autonomous vehicles. Idle reduction activities are handled within the Air Quality Planning and Operations team of the Transportation Department.

Stakeholder Communications

The Coalition currently maintains regular communications with external stakeholders via:

- Constant Contact E-Mail Blasts: weekly to email self-subscribers; as of xx, there are xx recipients
- Earned media: a few local media outlets have an interest in publicizing Coalition-related press releases, events, or subject matter – particularly related to electrification. Key outlets include:
 - NBC5
 - Natural Awakenings
 - Road Dog Trucking Radio

The following mechanisms have been proposed or are under review to build communication efforts and capacity:

- DFWCC Blog and Success Stories/Case Studies: staff has proposed this as a section for the website to house stories about local projects or initiatives that deserve showcasing; the mechanics are still in process and training may be required.
- Social media: staff has proposed establishing a Coalition-specific LinkedIn account; the idea is under review and training may be required.
- DFW Clean Cities Technical Advisory Committee: creation of an advisory committee brings a higher level of engagement and ownership with key stakeholders who each have their own organizations with their own publicity outlets, which may help amplify Coalition messaging. This may be best facilitated by development of the Coalition-specific LinkedIn account.

Staffing and Funding

Advisory Committee, Stakeholders, and Volunteers

Advisory Committee

In addition to Coalition staff, the Coalition has recently established a Technical Advisory Committee to further engage with key stakeholders, guide the coalition's strategic direction, support its activities, and facilitate its capacity for growth. The Technical Advisory Committee will provide technical expertise, public outreach support, review of regional transportation and air quality planning, and assistance in the selection of transportation and air quality projects funded by the Regional Transportation Council (RTC) and the Executive Board of the NCTCOG on an as-needed basis. The Technical Advisory Committee will also provide recommendations on projects and programs to be presented to and approved by the Surface Transportation Technical Committee (STTC), RTC, and Executive Board. Guiding principles for the Technical Advisory Committee are still in the draft stage and will be voted on for approval at the next meeting at the start of the new year.

Specific responsibilities of Technical Advisory Committee Members include:

- Attending two to four Technical Advisory Committee meetings per year
- Attending or participating in select Department of Energy trainings or webinars about the Coalition network and national objectives (approximately two per year)
- Advising and recommending the approval of strategic plans
- Providing input on and assisting with event, webinar, or training planning such as by inviting speakers or key attendees
- Assisting with publicizing events
- Providing recommendations on and assisting with community engagement efforts for relevant initiatives

These roles are codified in a Guiding Principles document.

Advisory Committee Needs:

Stakeholders

The Coalition does not collect dues for “membership”. Stakeholders can include public or private sector entities, interested citizens, for-profit companies, or basically anyone interested in getting involved. The “Get Involved” page includes various levels of engagement: (1) signing up for emails, (2) signing up more formally as a member, and (3) sponsoring the Coalition.

Stakeholder Needs: There is no clear definition for being a “stakeholder” but the Coalition email distribution list is very large (xxx). There is more delineation around the term “member” but Coalition staff have not solidified a good “intake” process for adding members. Currently only xx organizations have submitted to be a “member”.



Volunteers

DFWCC has not typically engaged volunteers aside from those who sign up to support National Drive Electric Week Events. However, this is an area that deserves evaluation to identify whether volunteers could be integrated to expand Coalition capacity.

Volunteer Needs:

Funding and Fundraising

Via the host agency's standard processes, the Coalition develops 2-year budgets every odd-numbered year, with an annual budget update during even-numbered years. Budget modifications are done as new funding is received between budget cycles.

Attachment 2 illustrates funding for Coalition activities over the next two fiscal years. The Coalition is well-funded based on its structure within an MPO, which enables it to utilize federal funds available through formula allocation for work that dovetails with the national Clean Cities mission (Surface Transportation Block Grant and Congestion Mitigation and Air Quality Improvement Program funds).

There is interest in and need to reduce Coalition reliance on formula funding. Key strategies are:

- Pursue competitive grants - the Coalition is a frequent applicant or participant, but this is resource-intensive.
- Enhance the Coalition sponsorship program – this can bring in non-federal funds which are key to providing non-federal match to grants or enabling extended activities. This program has typically brought in very little funding and there may be opportunities to update and enhance the program to be more valuable. A plan for enhanced sponsorship may be valuable.
- How will your coalition try to secure needed resources?

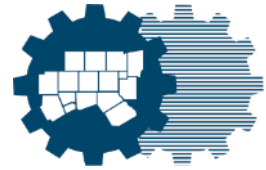
Operationalized/Supplemental Planning

Several planning documents developed at the NCTCOG/MPO level provide additional framework to this strategic plan:

- **Metropolitan Transportation Plan** (www.nctcog.org/mtp): This long-range plan for the regional transportation network incorporates key objectives and priority planning areas of the DFW Clean Cities Coalition. DFWCC content is contained within Chapter 4, Environmental Considerations, and the associated Appendix C.
- **Unified Planning Work Program** (www.nctcog.org/upwp): Section 3.03, Air Quality Management & Operations, describes specific projects funded over a 2-year timeframe through which work will be accomplished. The scope of work described includes all funding sources available to the DFW Clean Cities staff and is updated quarterly, as needed, if new projects or funding is received. The current UPWP covers fiscal years 2024-2025.



Dallas-Fort Worth
CLEAN CITIES



- **DFW Clean Cities Project Management Plan:** This 1-year plan details specific work tasks to be undertaken using Department of Energy funding for the Coalition. The timeframe is generally from start of February – end of January.
- **Contract-specific scopes of work:** as the DFWCC host agency is primarily grant-funded, all revenues available for Coalition activities (with the exception of DFWCC Sponsorship funding) come from specific grant or project contracts that include an associated scope of work. These scopes of work serve as plans for tasks/activities completed under each contract. The graphs in **Attachment 2** represent the universe of grant contracts/funding/scopes of work which are directing staff work as of the start of Fiscal year 2024.

DRAFT

Project Management Plan

(Task Description and Milestone Summary)

CLEAN CITIES COALITION NETWORK

OUTREACH, EDUCATION, AND PERFORMANCE TRACKING PROGRAM

YEAR 4 ACTIVITIES (APRIL 2024 - MARCH 2025)

Instructions:

The purpose of the Project Management Plan (“PMP”) is to establish schedule and technical performance baselines for the elective tasks and sub-tasks.

Recipients must fill out this template, providing information describing their specific approach to completing each sub-task.

- *Delete the tasks that are not applicable.*
- *Replace the example text in the PMP with actual planned activities.*
- *State the activities that the recipient will undertake to achieve the goal(s).*
- *Provide one goal per quarter per sub-task.*
- *Provide at least one **SMART** (Specific, Measurable, Achievable, Relevant, and Time-based) goal for each sub-task.*
- *Add additional goals and activities as needed to adequately describe planned work.*

This PMP is intended to be a living document, modified as necessary. It is the recipient’s responsibility to maintain the PMP. Federal staff may request changes in accordance with the rights reserved in the award’s Terms and Conditions.

I. Award Information

Date of Plan:	<i>The date the plan or plan revision was completed</i>
DOE award number:	<i>EE00010582</i>
Recipient Organization:	<i>North Central Texas Council of Governments</i>
Principal Investigator:	<i>Lori Clark, Senior Program Manager and Dallas-Fort Worth Clean Cities (DFWCC) Director</i> lclark@nctcoq.org ; (817) 695-9232
Alternative coalition contact name / phone / email:	<i>Amy Hodges, Principal Air Quality Planner</i> ahodges@nctcoq.org ; (817) 704-2508
SOPO Tasks and Subtasks Selected:	<input checked="" type="checkbox"/> Tasks 1.0 and 2.0 <input checked="" type="checkbox"/> Task 3.0 Technology Integration Efforts

	<input type="checkbox"/> Task 4.0 Coalition Council Representative
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II. Project Objective and Goals

The objective of this project is for the Clean Cities Coalition (“*recipient*”) to provide technical assistance and outreach, participate in program meetings, and to track and report critical program and performance metrics. Clean Cities Coalitions are engaged in activities that support the goals and objectives of the U.S. Department of Energy Vehicle Technologies Office and Clean Cities Coalition Network.

DOE’s goal is for each individual coalition to improve GGE displacement by 16% every year and improve GHG reduction by 20% every year.

III. Annual Work Plan

Task 2.0 - Clean Cities and Alternative Fuel Tracking Activities

Sub-task 2.6 – Coalition Strategic Plan

Goal:

Implement the Coalition Strategic Plan and update as necessary.

Activities:

Review progress on Strategic Plan items mid-way through the year and revise annually.

Milestone Description	Planned Completion Date
<i>Instructions: Replace the example text with actual planned activities. Add rows to table as necessary.</i>	<i>All dates should be within the award year</i>
Complete a mid-year check-in on strategic plan progress	September 2024
Revise the strategic plan as appropriate based upon progress and external factors, in consultation with DFWCC Technical Advisory Committee	January-February 2024
Obtain committee approvals of the updated strategic plan	February - March 2024

Sub-task 2.7 – Coalition Building and Stakeholder Engagement

Goal:

Ensure stakeholder access to new and relevant resources and information regarding alternative fuel vehicles and infrastructure by updating at least one existing coalition webpage each quarter, restructuring the website as necessary, and distribute a weekly DFWCC e-blast.

Activities:

- Identify existing coalition webpages with outdated information or resources.
- Draft and publish updated content for the coalition website.
- Promote new webpages and updates to existing webpages to stakeholders, as needed.
- Create and send out an updated e-blast to external subscribers on a weekly basis.

Goal:

Collaborate with other Texas Clean Cities Coalitions to ensure support for undesignated areas of Texas.

Activities:

- Host monthly Texas Clean Cities coordinating meetings.
- Identify opportunities for collaboration and peer-sharing.
- Collaborate to support stakeholders in undesignated areas of Texas, as needed.

Milestone Description	Planned Completion Date
<i>Instructions: Replace the example text with actual planned activities. Add rows to table as necessary.</i>	<i>All dates should be within the award year</i>
Update existing coalition website with new resources, at least once a quarter.	Ongoing
Collaborating with other Texas Clean Cities Coalitions to support stakeholders in undesignated areas.	Ongoing
Promote events, funding opportunities, and industry/stakeholder news through the weekly coalition e-blast.	Ongoing
Meet with stakeholders in undesignated areas	Q1 and Q3

Task 3.0 - Technology Integration Efforts

Sub-task 3.1 – Market Development Events, Workshops and Meetings

Goal:

Host an educational hydrogen webinar in Q3 2024 that increases stakeholder's basic understanding of hydrogen vehicles and refueling infrastructure, with goal of collaborating with other Texas Coalitions.

Activities:

- Initiate communication between Coalitions to begin webinar planning.
- Find contacts for potential speakers who can present on hydrogen.
- Create outreach materials for the webinar and promote them to the general public.
- Prepare presentation slides for the webinar.
- After hosting the webinar, solicit stakeholder feedback through a post-webinar survey.

Goal:

Increase stakeholder awareness of electric vehicle charging infrastructure production by hosting an in-person educational site tour of a charging station manufacturing facility. Attendance will vary depending on location.

Activities:

- Identify site tour location by reviewing stakeholder contacts.
- Prepare presentation slides as needed.
- Draft outreach materials for the tour and promote.
- After hosting the tour, solicit stakeholder feedback through post-event survey.

Goal:

Increase local fleets' awareness and adoption of funding opportunities to assist with transitioning to alternative fuel technologies by co-hosting a webinar with the Texas Clean Cities coalitions to educate interested parties on alternative fuel technologies in Q2.

Activities:

- Initiate communication between Texas Clean Cities Coalitions to begin webinar planning.
- Review stakeholder feedback such as previous annual reports, event reports, and more to identify regional needs.
- Prepare webinar presentations and secure panelists/speakers as needed.

- Draft outreach materials and promote webinar through weekly e-blasts, individual invitations and by publicizing on the coalition's events webpage.
- After hosting the webinar, solicit stakeholder feedback through post-event survey.

Goal:

Facilitate fleet manager peer-to-peer sharing by hosting a roundtable discussion, with the addition of a panel of fleet managers, in Q3 with at least 30 attendees to inform and troubleshoot issues related to electric vehicle technologies.

Activities:

- Identify potential topic(s) by conducting a survey soliciting stakeholder feedback on topics of interest and potential participation in a panel.
- Prepare presentation slides for the roundtable, as needed.
- Draft outreach materials and promote roundtable.
- After hosting the roundtable, solicit stakeholder feedback through a post-event survey.

Event/Activity Name		Type of Participants	Planned Completion Date
<i>Instructions: Replace the example text with actual planned activities. Add rows to table as necessary.</i>			<i>All dates should be within the award year</i>
Host Hydrogen 101 Webinar		General Public	Q3
Host an Electric Charging Manufacturer Site Tour		Sustainability/energy managers, facilities managers, electrified fleets	Q4
Co-host webinar(s) on funding opportunities with Texas Clean Cities coalitions		Local government planners, fleet managers, sustainability staff, general public	Q2
Host an Electric Vehicle Fleet Manager Roundtable and Panel	Fleet managers	Q3	

Sub-task 3.2 – Corridor and Community AFV Infrastructure Planning and Development

Goal:

Facilitate coordination of regional electric vehicle (EV) infrastructure planning, primarily through the facilitation of the Regional EV Infrastructure Working Group, to ensure individual jurisdictions share infrastructure plans, best practices, and peer exchange. More focused meetings/discussions will be carried out in local communities, consistent with equity & environmental justice efforts.

Activities:

- Publicize EV readiness ordinances/codes adopted by local municipalities and consolidate successful codes into a template to be shared with stakeholders.
- Publicize national EV corridor signage standards.
- Participate in Oncor Electric Delivery's EVolution sessions in the DFWCC region and support or attend sessions in other areas of the state
- Participate in the Texas Department of Transportation Medium-/Heavy-Duty Charging Infrastructure Task Force

Goal:

Support implementation of local and state level publicly accessible electric vehicle infrastructure deployment such as the Texas Department of Transportation Texas EV Charging Plan. Some of this work will be supported by other funds.

Activities:

- Utilize at least one Working Group meeting to gather feedback on Texas EV Charging Plan Phase 2 planning and implementation efforts.
- Gather feedback from stakeholders and community members by hosting one meeting in local communities.

Milestone Description	Planned Completion Date
<i>Instructions: Replace the example text with actual planned activities. Add rows to table as necessary.</i>	<i>All dates should be within the award year</i>
Participate in Corridor Council calls	As Scheduled
Participate in Oncor EVolution Sessions	Q1, Q2, Q3, and Q4
Participate in TxDOT Medium-/Heavy-Duty Charging Infrastructure Task Force	At least Quarterly
Host one EV infrastructure meetings with local communities	Q3

Publicize the template EV readiness code and EV readiness ordinances/codes adopted by local municipalities	As Needed
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Subtask 3.3 – Technical Assistance and Fleet Coaching

Goal:

Provide technical assistance and coaching on alternative fuel vehicles and funding to fleets indicating assistance desired via the annual survey, other reports, emails or phone with a goal of providing assistance to at least one fleet each quarter. Plan and host a listening session on electrification of non-road vehicles and equipment to enhance staff understanding of the state of non-road vehicle and equipment innovation and applications.

Activities:

- Follow-up with fleets requesting assistance.
- Meet one-on-one or send email to identified fleets to address needs and questions.
- Host a listening session and invite local fleets to share their experience with electrified non-road vehicles and equipment.

Milestone Description	Planned Completion Date
<i>Instructions: Replace the example text with actual planned activities. Add rows to table as necessary.</i>	<i>All dates should be within the award year</i>
Answer questions regarding funding opportunities to assist fleets in purchasing alternative fuels.	Ongoing
Meet one-on-one with fleets to address needs and questions, as needed.	Once per quarter
Plan and host an electric non-road vehicles and equipment listening session.	Q4

Subtask 3.4 – Technical Training and Education

Goal:

Support fleet managers in transitioning to zero-emission vehicles through hosting training on how to develop a zero-emission transition plan. Training will include how to use the Alternative Fuel Life-Cycle Environmental and Economic Transportation (AFLEET) Tool to identify the best alternative fuel vehicles for fleet operations, provide information on key resources to assist with electrification, and more.

Activities:

- Prepare presentations
- Draft outreach materials and promote training through weekly e-blasts, individual invitations and by publicizing on the coalition's events page.
- After hosting the training, solicit stakeholder feedback through post-event survey.

Goal:

Ensure first responders' preparedness for EV adoption through promoting available EV first responder trainings, such as the National Fire Protection Association's EV First Responder Training, Tarrant County College's EV First Responder Training, etc. Staff will work with trainer(s) to identify any collaboration/partnership needs (e.g., hosting at NCTCOG/DFWCC offices, promotion of training, acquiring EVs for hands-on training, etc.).

Activities:

- Identify entities providing EV first responder training.
- Post and promote EV first responder trainings on the DFWCC webpage.
- Provide information to local governments, as needed.

Event/Activity Name	Type of Participants	Planned Completion Date
<i>Instructions: Replace the example text with actual planned activities. Add rows to table as necessary.</i>		<i>All dates should be within the award year</i>
Zero-Emission Vehicle Transition Planning Training	Fleet managers, directors of transportation, sustainability staff	Q2
Publicize EV First Responder Trainings	First responders	Ongoing

Task 4.0 – Coalition Council Participation (*Council Representatives Only*):

Sub-task 4.3 - Participate in at least one Council initiative/task/role (as identified and approved by Council and DOE) per project period.

Not applicable