

## Actions for your chapter gathering

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## Monthly International Call + Guest Speaker

**Flannery Winchester, CCL Senior Director of Communications**  
**Saturday, January 13, 2024 | 10 a.m. PT / 1 p.m. ET**

Our January national call will focus on CCL's 2024 policy roadmap and chapter action planning and will be led by Flannery Winchester, CCL's Senior Director of Communications.

At CCL, Flannery Winchester manages CCL's communication efforts, informs and inspires volunteers through national newsletters, blog posts, and social media; supports her team to train volunteers in local media efforts; and shares the story of CCL with national media. Flannery came to CCL after content and marketing roles at an email marketing agency, an international software company, and a local women's magazine in Atlanta. She began volunteering with CCL in 2015 and joined the communications dept. in 2017. When she's not working, she's probably gardening, reading, walking her dog or chasing her toddler.




### Three Ways to Join

- **To connect by video conference:** go to [cclusa.org/meeting](https://cclusa.org/meeting) (this links to meeting ID# 88228136772 **NEW**)
  - To improve audio/video quality, close all applications and other browser windows
  - To turn on closed captions and adjust their size, see this [Zoom help page](#)
  - Spanish interpretation is also available
- **To connect by phone:** With unlimited calling 646-558-8656; toll-free 877-369-0926. Enter 882-2813-6772
- **To watch a livestream:** go to: [cclusa.org/livestream](https://cclusa.org/livestream)

If your Action Sheet is printed and you'd like to be able to click the links, you can download this Action Sheet at [cclusa.org/actionsheet](https://cclusa.org/actionsheet).

# Make a 2024 chapter action plan

CHAPTER DEVELOPMENT ACTION | [Carbon Pricing](#) [Healthy Forests](#) [Clean Energy Permitting Reform](#) [Building Electrification and Efficiency](#) [Election Engagement](#)

 **Summary:** (1) If you haven't already, ask folks to identify their center of climate advocacy, (2) working together and using peoples' centers, fill in the boxes in the Chapter Action Planning Template, and (3) distribute your plan to your chapter's members. *Read on for the details.* ↓



## Volunteers' center of climate advocacy

Our December Action Sheet asked your chapter to do a Venn Diagram exercise to help volunteers reflect on the center of their climate advocacy (activities they like doing, are good at and that need to be done). This exercise will help volunteers feel prepared to be part of your 2024 chapter action planning this month. [Here's the Venn Diagram training](#) ([cclusa.org/action-planning](https://cclusa.org/action-planning)).

## At your gathering

Make a copy of our [Chapter Action Planning Template](#) ([cclusa.org/plan-template](https://cclusa.org/plan-template)), which also appears at the end of this Action Sheet. Note that the "Example Activities" tab in the spreadsheet offers a menu of activities that might help you fill in your copy of the template. CCL's 2024 Policy Roadmap appears on the last page of this Action Sheet and [on CCL Community](#) ([cclusa.org/policy-roadmap](https://cclusa.org/policy-roadmap)).

Connect a computer to a big TV screen and/or share your screen on Zoom so that your attendees can see the template.

- In the [Who's Who in our Chapter](#) section, fill in the names of your chapter's leaders. Be sure you include leaders of any additional teams you have formed, for example, an Electrification or Carbon Pricing team, as well as Group Leaders and Liaisons.
- In the [Chapter Plan Activities](#) section, fill in the leftmost column for [Chapter Growth & Building Our Grassroots Strength](#) and [Policy Focus Areas \(your chapter's centers of climate advocacy\)](#).

Then work together to fill in as many of the boxes in the remaining columns as you have time for and plan a time for a group of chapter team leaders and other interested folks to get together for a work party to finish it.


For more help with this, plan to attend the [Developing Your Chapter's 2024 Action Plan](#) CCU training on January 11 or [watch the recording](#) afterward.

## Post your chapter's goals to get everyone's commitment

Once you have a good draft of your plan, share a link to it via email, and ask your chapter members to reply with how they can help your chapter reach its goals. When you have a final draft, post a summary of your 2024 goals on your chapter's CCL Community home page in the About Us section and your chapter's forum.

# Welcome and onboard folks who join your chapter in January

## CHAPTER DEVELOPMENT ACTION

 **Summary:** (1) Discuss your current onboarding process, (2) make a plan so that each of your new recruits is welcomed and onboarded by someone.

*Read on for the details.* ↓



We usually see a surge in new people joining CCL in January when folks make New Year's resolutions to help work toward climate solutions. Your chapter's Group Leader and Chapter Admin can see these new recruits in the 'New Members' tab in your Chapter Roster Tool.

### At your gathering

Briefly discuss how you presently welcome new volunteers to your chapter:

- Invite the person who currently leads welcoming/onboarding to describe the process.
- Brainstorm improvements you can make in 2024 and invite more people to join your onboarding team if you have the capacity.

### Welcome the people who join in January

1. Divide the list of new people into groups and assign each group to someone on your onboarding team.
2. Ask members of your onboarding team to (a) use our [Volunteer Inventory Form](#) and invite new folks to share their interests and skills, and (b) introduce them to chapter team leaders and activities that match new recruits' interests and skills.

### Additional Resources

- CCL Community's [Volunteer Opportunities Handout](#)
- Introduction to CCL for new volunteers - [Welcome to the CCL Community](#)
- Join the CCL [Onboarding Action Team](#) and ask questions in the Forum
- CCL Community's [Welcoming New Volunteers to your Chapter](#) training

## Help get environmentally-minded people to vote in the primaries

### ELECTION ENGAGEMENT ACTION | Election Engagement ▾

CCL is ramping up election engagement work in 2024 and we're getting an early start so we can have more impact during the primary season. We encourage you to use our [election season materials](https://cclusa.org/election-season-materials) ([cclusa.org/election-tabling](https://cclusa.org/election-tabling)) in your tabling and work closely with the Environmental Voter Project to get more environmentally-minded people to vote in every election.

To get started, organize a group of volunteers in your chapter who are interested in election engagement and ask them to join our [Election Engagement Action Team](#) so they will get updates on voter registration tabling, phone banking, postcarding, and more.

[On Jan. 24th at 7pm ET / 4pm Pacific time](https://cclusa.org/events) ([cclusa.org/events](https://cclusa.org/events)), **Environmental Voter Project Executive Director Nathaniel Stinnett** will kick off our weekly CCL EVP phone banks. Rally your fellow chapter members and their friends and families to join us in calling environmental voters across the country. By encouraging inconsistent voters to participate in an upcoming election, we can help move them to become regular and reliable voters.

To learn more about the Environmental Voter Project's goals and work this election year, consider joining Nathaniel Stinnett at EVP's January 17 webinar, [The Year Ahead, Mobilizing Voters in 2024](#).

You are also invited to attend [Election 2024 - Helping Climate Voters Elect Climate Champions](#), with CCL Strategy VP Tony Sirna, live on January 18, or [watch the recording](#) afterward.

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## Launch 2024 right - write Congress about Permitting Reform

### MOBILIZATION BONUS ACTION | Clean Energy Permitting Reform ▾

Ask your chapter's Mobilization Manager to show everyone how they can write to Congress to advocate for bipartisan clean energy permitting reform in less than 3 minutes! If your chapter doesn't have a Mobilization Manager, ask someone who has used the tool to give a demonstration.

Then take a few minutes for everyone to go to [cclusa.org/take-action](https://cclusa.org/take-action) (will go live on Tuesday, January 9) on their phone, tablet or laptop and write Congress. Personalized messages have the greatest impact.

#### Share this bonus action with others

Ask friends, family, allies and visitors at your tabling events to do this action as well. And be sure to ask your chapter's Mobilization Manager (or another chapter designee) to contact chapter members who were absent from your meeting but would likely take action.

# Practice saying our updated permitting reform talking points

## COMMUNICATION SKILLS EXERCISE

You may get some questions this month when you ask your friends and family to write Congress about bipartisan clean energy permitting reform (see mobilization action above). Let's practice saying CCL's updated Permitting Reform talking points so that you can explain it effectively

### Suggestions for how to practice

We know that people learn best by saying the words out loud themselves, so for this exercise:

1. Read these instructions to meeting attendees:

Instructions: With a partner, read the **Permitting Reform talking points** below and then ask your partner to read the talking points. Afterward, discuss the points that you remember. You'll have six minutes.

2. Ask two people to model the exercise, and then invite everyone to practice.

If you use Zoom breakout rooms (see [Zoom's training page on "Breakout Rooms"](#) to learn how):

Put everyone into breakout rooms, two people per room, for six minutes. When everyone comes back together, ask a few people to share some highlights from the exercise.

If you use Zoom, but don't use breakout rooms: invite a few attendees to follow the instructions in pairs.

### Permitting Reform talking points

1. 80% of the carbon pollution reductions expected from the Inflation Reduction Act rely on being able to build and connect clean energy projects. We need permitting reform to move faster.
2. Congress did part of what was needed in a 2023 government funding package — making it easier to build clean energy projects — but there's more work to be done, especially when it comes to ensuring new transmission lines can be built in a timely and effective manner.
3. The BIG WIRES Act is a bill in the current Congress and it is fostering permitting reform conversations in both the House and Senate.
4. Bipartisan conversations and collaborations on permitting reform are happening — let's encourage our members of Congress to work together on bipartisan permitting reform legislation that can pass this Congress!

### Additional Resources

- CCL's [Benefits of clean energy permitting reform](https://cclusa.org/permitting-reform) (cclusa.org/permitting-reform)
- CCL Community's [Clean Energy Permitting Reform](https://cclusa.org/permitting-topics) (cclusa.org/permitting-topics) training topics

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### Instructions for using our Chapter Action Plan Template below (continued from [January action above](#))

- You can use the table below, or [get your own copy of this spreadsheet](#) at [cclusa.org/plan-template](https://cclusa.org/plan-template).
- Work together to fill in your: 2024 chapter leadership, chapter development plans, and planned actions and goals for supporting CCL's policy agenda.
- For more information, see CCL Community's [Developing your Chapter Action Plan](#) training

# 2024 ACTION PLAN FOR CHAPTER \_\_\_\_\_

## Who's Who In Our Chapter

Chapter Leadership	Volunteer(s)	Contact Info
Group Leader		
Group Leader		
Liaison(s)		
*		

*\*If your chapter has additional leaders (such as Media Manager, Mobilization Manager, Grasstops Engagement Manager, Welcome Team Lead and other team leaders) list them above. [See role descriptions here.](#)*

## Chapter Plan Activities

Chapter Growth & Grassroots Strength Building Areas		Leader(s) and interested chapter members	Activities and actions	Our 2024 goals / timeline
Policy Focus Areas	Which levers do we use?	Leader(s) and interested chapter members	Activities and actions	Our 2024 goals / timeline

The table below offers ideas for activities that you might use in your 2024 Chapter Action Plan

<b>Chapter Growth &amp; Building Our Grassroots Strength</b>	<b>Chapter Development Activity</b>	<b>Associated Training To Get You Started</b>
Strengthen our welcome team	<i>To help onboard new volunteers we will:</i> 1) define our local welcome team 2) develop a system that welcomes new joins in 24 hrs with local details 3) help pair new joins with a local mentor to set up a meeting and learn their interests	<a href="#">Welcoming New Volunteers To Your Chapter Onboarding Action Team</a>
Diversify our membership	<i>To help increase the diversity of viewpoints/backgrounds in our chapter we will:</i> plan community outreach events with special emphasis in our focused outreach areas (young adults, BIPOC community members, and conservatives). Goal of ___ number of events and/or adding ____ new members in 2024.	<a href="#">Recruiting For Your Group</a>
Form a monthly meeting planning team	<i>To help ensure our chapter has consistent plans to get together (both for meetings and socials) we will:</i> form a team that plans ahead and creates activities/agendas that engage our volunteers with monthly climate action opportunities. Goal of ___ events in 2024.	<a href="#">Group Meetings</a>
Talk more about climate in our community	<i>To help increase the number of conversations about climate change and the solutions we advocate for in our community we will:</i> plan to encourage each of our chapter volunteers to have ___ conversation(s) about climate change and solutions with people in their network each month and/or plan to set up ___ presentation/tabling opportunities in 2024.	<a href="#">Talking Climate Change</a>
Collaborate with other local organizations	<i>To help grow our strength and collective impact locally we will:</i> plan to increase the number of local organizations (climate and non-climate) we work with by ___ additional allies in 2024.	<a href="#">Outreach to Nonprofits and Community Groups</a>
<b>Policy Focus Areas</b>	<b>Chapter Policy Support Activity</b>	
Carbon Fee & Dividend and CBAMs	<i>To help build support for our policy agenda we will:</i> promote CCL's monthly Climate Action Program to generate ___ additional calls/emails to Congress each month.	<a href="#">What is the Climate Action Program?</a>
Permitting Reform	<i>To help build support for our policy agenda we will:</i> plan on hosting ___ educational events to educate our community in this area. Goal of ___ presentation(s)/table(s) per month and/or ___ film screening(s) in 2024.	<a href="#">Presentations Additional Grassroots Outreach Opportunities</a>
Healthy Forests and the Farm Bill		
Building Electrification and Efficiency	<i>To help build support for our policy agenda we will:</i> designate a formal Media Manager for our chapter and coordinate a plan to generate ___ LTE(s) each month and/or ___ Op-ed(s) in 2024.	<a href="#">Getting Started Writing For the Media</a>



Election Engagement	<i>To help build support for our policy agenda we will:</i> designate a Grasstops Engagement Manager and plan to meet with ___ community leaders (business, faith, civic) each month to seek their endorsement/support.	<a href="#">Getting Started With Grasstops Engagement</a>
	<i>To help elevate climate change as an important issue with candidates running in our primary elections we will:</i> plan to meet all 2024 candidates and share our group's climate policy priorities.	<a href="#">In-District Activities</a>
	<i>To help get out the environmental vote for elections we will:</i> work with CCL's Election Engagement Action Team and participate in 2 phone banks or postcarding events each month through the election.	<a href="#">Election Engagement Action Team</a> <a href="#">CCL &amp; Voter Participation Outreach</a>
	<i>To help engage our members of Congress during the lame duck period (after the election) we will:</i> plan to meet with each incoming member of Congress in our district/state in late November/early December.	<a href="#">Preparing For Lobby Days</a>

## [CCL 2024 Policy Roadmap Resource](#)

