

Paperwork Reduction Act Burden Disclosure Statement

This data is being collected to get feedback from the Environmental Justice Working Group. The data you supply will be used for identifying challenges related to stakeholder engagement efforts and to help better facilitate working group discussions around stakeholder engagement.

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Office of the Chief Information Officer, Enterprise Policy Development & Implementation Office, IM-22, Information Collection Management Program (1910-5160), U.S. Department of Energy, 1000 Independence Ave SW, Washington, DC 20585; and to the Office of Management and Budget (OMB), OIRA, Paperwork Reduction Project (1910-5160), Washington, DC 20503.

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Submission of this data is voluntary.

CORE-CM Environmental Justice Working Group --- Survey 1

The purpose of this survey is two-fold:

1. Collect general information about your stakeholder engagement efforts and/or plans, and
2. Help the Environmental Justice Working Group identify topics to discuss at future WG meetings that will support the engagement efforts of all awardees.

The questions are divided up into three sections: (1) Baseline, (2) Stakeholder Identification, and (3) Stakeholder Engagement Activities. The survey is mostly multiple choice questions with a few short answer questions for additional explanation. It should take you about 10 minutes to complete.

Survey responses will be collected, examined, and reported back to the WG in a summary brief at the August/September meeting.

We understand that all teams are tasked with developing a stakeholder engagement plan over the course of the award. We also know that many teams are already working to identify stakeholders and conduct engagement activities. Because teams are working on different parts of the project at different times, not all teams will have developed their stakeholder engagement plans and procedures to the same extent. Please answer the following questions to the best of your knowledge.

If you have any questions or comments about the survey, please use the "General Comment" box at the end of the survey or email Travis Young (travis.young@hq.doe.gov).

1. What project team do you represent?

- ☐ AOI 1 – PSU
- ☐ AOI 2 – VT
- ☐ AOI 3 – Collaborative Composite Solutions Corp
- ☐ AOI 4 – NMIMT
- ☐ AOI 5 – UIUC
- ☐ AOI 6 – UND
- ☐ AOI 7 – U of Wyoming
- ☐ AOI 8 – U of Utah
- ☐ AOI 9 – U of Wyoming
- ☐ AOI 10 – UT Austin
- ☐ AOI 11 – U of Alaska
- ☐ AOI 12 – UK Center for Research
- ☐ AOI 13 – WVU RC
- ☐ Other

2. The following questions ask about your team's stakeholder engagement planning efforts and the resources you have/will have to execute your plans.

Have you created or plan to create a project-specific website?

- ☐ Already created
- ☐ Under development
- ☐ Planned for the future
- ☐ Undecided about whether to have one
- ☐ Will not have one
- ☐ Other

3. Do you have a preliminary stakeholder engagement plan in place?

- ☐ Yes
- ☐ No

4. If yes, what does it cover? Check all that apply.

- ☐ Description of stakeholder engagement staff (i.e., specific staff responsible for conducting engagement);
- ☐ Description of stakeholder engagement resources (e.g., budget for engagement specific activities);
- ☐ Timeline of engagement activities;
- ☐ Goals, objectives, actions for engagement;
- ☐ Description of the project area;
- ☐ Methods for stakeholder identification;
- ☐ Description of engagement activities (e.g., webinars, public meetings, two-way engagement, etc.);
- ☐ Other

5. If no, how are you making decisions around stakeholder engagement activities? *(Indicate n/a if no activities are being conducted at this time.)*

6. Do you have staff dedicated to stakeholder engagement activities?

- ☐ Yes
- ☐ No

7. If yes, how many staff?

8. If yes, what percentage of this staff have previous experience with stakeholder engagement?

9. If no, who will be carrying out engagement activities?

10. Social Characterization Assessments (SCA) provide greater social context for a project's sociocultural, economic, and environmental resources. SCAs can include information on local power dynamics, history of development, issues of trust/distrust between the community-government-industry sectors, experience with hazards/climate change-related issues, and strength of local media. More info on SCAs can be found in the NETL Best Practices report.

Have you performed an SCA of your project area?

- ☐ Yes
- ☐ No
- ☐ We've completed some components of an SCA
- ☐

11. Would you like to know more about SCAs?

- ☐ Yes
- ☐ No

12. The following questions ask about stakeholder identification. Stakeholder identification should take into account project inputs, outputs, and the stakeholders directly and indirectly impacted by the project. By recognizing a broader geographical and conceptual project area (e.g., during the SCA process), applicants can more readily identify all potential stakeholders. Stakeholder identification can include direct contact with potential stakeholders to gauge interest, applicability, etc.

Have you started identifying stakeholders in your project area?

☐ Yes

☐ No

13. What methods have you used to identify stakeholders and/or what methods are you interested in learning more about (as they apply to stakeholder identification). Check all that apply.

	Have utilized	Want to learn more
Secondary data analysis	<input type="radio"/>	<input type="radio"/>
Geospatial analysis	<input type="radio"/>	<input type="radio"/>
Conceptual mapping of interested/applicable stakeholders	<input type="radio"/>	<input type="radio"/>
Internet searches of local, state, federal, and Tribal government websites	<input type="radio"/>	<input type="radio"/>
Historical/doc	Have utilized	Want to learn more

umentary
research
(assessor
records, city
and county
meeting
minutes, etc.)



General
Outreach
(mass emails,
website
contact
forms, social
media, etc.)



Targeted
outreach
(individual
outreach to a
specific
person or
organization,
presentation
in a specific
geographic
area or to a
specific
audience)



Other: _____



14. Please rate the effectiveness of the following tools in identifying stakeholders in your project area. If you have not used that tool, please indicate NA:

	Very Effective	Somewhat Effective	Not Effective	NA	Want to learn more
EPA's EJ Screen	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CEQ's Climate and Economic Justice Screening Tool	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
DOE's Disadvantaged Communities Mapping Tool	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
DOE's Energy Justice Dashboard	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other: _____					
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

15. Have you had any challenges in identifying disadvantaged communities in your project area?

☐ Yes

☐ No

16. If yes, please select any challenges.

- ☐ No easily identifiable disadvantaged communities in the area.
- ☐ Identification tools don't match scale/community.
- ☐ Not clear on the definition of a disadvantaged community.
- ☐ Other

17. Have you had any challenges in identifying points-of-contact (people or organizations) for disadvantaged communities in your project area?

- ☐ Yes
- ☐ No

18. If yes, please select any challenges.

- ☐ Cannot find contact info for specific people or organizations.
- ☐ Found contact info, but have not heard back from POCs.
- ☐ Other

19. Have you had any challenges in identifying Tribal/ANC communities in your project area?

- ☐ Yes
- ☐ No

20. If yes, please select any challenges.

- ☐ No easily identifiable Tribes/ANCs in the area.
- ☐ Identification tools don't match scale/community.
- ☐ Other

21. Have you had any challenges in identifying points-of-contact for Tribal/ANC communities in your project area?

- ☐ Yes
- ☐ No

22. If yes, please select any challenges.

- ☐ Cannot find contact info for specific people or organizations.
- ☐ Found contact info, but have not heard back from POCs.
- ☐ Other

23. How have you grouped the stakeholders you have identified? Check all that apply.

- ☐ Categorically (e.g., by sector – Industry, Government, Academia, Environmental Organization, Disadvantaged Community, etc.)
- ☐ Level of influence/power (i.e., how much power or influence does the stakeholder have in changing moving the project forward, bringing other parties on board, etc.)
- ☐ Level of interest (i.e., how interested is the stakeholder in participating in the project? Do they want to participate on technical, steering, or outreach committees? Would they rather be passive participants?)
- ☐ No grouping of stakeholders to date.

24. The last few questions ask about stakeholder engagement. Stakeholder engagement activities refer to activities that project staff take to accomplish a specific objective, like educating people about the project in general; informing people about specific benefits, risks, opportunities, and challenges of the project; seeking input on alternative project characteristics; and establishing two-way engagement processes where the project team incorporates feedback into the project. This last section asks about conducting stakeholder engagement activities, including activities you have already conducted. If you engaged with stakeholders in the process of identifying stakeholders, please count those activities as relevant for these questions.

Have you conducted any stakeholder engagement activities to date?

☐ Yes

☐

25. If no, do you have any activities planned?

☐ Yes

☐ No

26. The following question asks about engagement activities your team has already conducted and/or has planned in relation to the CORE-CM project. (Engagement activities include those that you have participated in, even if they were not organized by your team). If no activities have been conducted to date or are planned, use "NA".

	Already conducted	Plan to use	NA
Virtual presentation (e.g., webinar)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
In-person presentation (e.g., town hall meeting)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public hearing (more formal, often required by regulations)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Small group meeting (e.g., 1-on-1,	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Focus group	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Survey	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Newsletter/m ass email	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Social media outreach	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other: _____ _____ _____ _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

27. This question asks about the types of stakeholders attending your engagement events. Please rank the **three largest** stakeholder groups that have attended your engagement events. If you've held multiple events, please estimate across all events (cumulatively). (We will only count the first 3 options you list, unless you indicate Don't Know).

Industry

Government (local, state, federal) (excludes Tribal governments)

Tribes/Alaska Native Corporations

Disadvantaged communities

Environmental non-governmental organizations

Community organizations/ non-governmental organizations/ non-profits

Private landowners

Workforce education and training

General public/concerned citizens

Don't know

28. How have you collected feedback from your stakeholder engagement events? Check all that apply.

- ☐ Dedicated note taker(s) that transcribe questions and comments during events.
- ☐ Comment cards that participants can fill-in and submit during the event.
- ☐ Options for participants to send in feedback after events (e.g., email, website submission, social media message).
- ☐ None
- ☐ Other

29. How will you share information about the questions and comments you have received from stakeholder engagement activities? Check all that apply.

- ☐ Follow up email or list-serve describing questions/comments and responses.
- ☐ Dedicated page or posts on project website (e.g., FAQ page, blog post about specific events, etc.).
- ☐ Summary report of an event that is emailed to a subscriber list, linked on social media, and/or uploaded to a website.
- ☐ Don't know.
- ☐ Other

30. **General concerns, challenges, and/or questions**

Thank you for completing the above questions! In the following comment box, please list any concerns, challenges, questions, etc. you have involving stakeholder engagement (or related Working Group topics).

31. Please list any stakeholder engagement-related topics you would like to see explored in the EJ Working Group.

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