

Adapt-CA Checklist

Operations & Institutionalized Processes

Maturity Level	Agency Attributes	Value Added
Level 1: Initiation	<ul style="list-style-type: none"> <input type="checkbox"/> Opportunities to integrate adaptation into projects identified on ad-hoc, project-to-project basis <input type="checkbox"/> Priority agency processes that should be adjusted for climate change identified <input type="checkbox"/> Funding needs and sources for adaptation strategies are identified 	<ul style="list-style-type: none"> ✓ Adaptation is incorporated into some projects ✓ Existing processes that should be targeted for adaptation incorporation are identified ✓ Staff know of funding to advance adaptation efforts
Level 2: Development	<ul style="list-style-type: none"> <input type="checkbox"/> Steps to integrate adaptation into priority agency processes are defined and implemented, collaboratively with agency planners and decision makers to better align adaptation roadmap with agency goals <input type="checkbox"/> Performance metrics to evaluate the adaptation program are applied <input type="checkbox"/> Revenue-raising plan is created and funding for adaptation-related projects is obtained 	<ul style="list-style-type: none"> ✓ Adaptation is consistently addressed in priority agency processes ✓ Adaptation program progress is evaluated, enabling areas for improvement to be identified ✓ Understanding of the business case for undertaking adaptation projects ✓ Strategies for accessing external funding can be followed ✓ Funding for adaptation efforts is available
Level 3: Standardization	<ul style="list-style-type: none"> <input type="checkbox"/> Steps to integrate adaptation into agency processes are codified <input type="checkbox"/> Adaptation roadmap is developed and updated on a regular basis <input type="checkbox"/> Create and follow a plan for implementing quantifiable performance metrics to evaluate adaptation program progress <input type="checkbox"/> Update revenue-raising plan to provide predictable funding to meet adaptation needs over the next 2-3 years, and obtain associated funding 	<ul style="list-style-type: none"> ✓ Adaptation is consistently addressed in agency processes ✓ Long term adaptation program goals and short term plans are defined and progress is continuously updated ✓ Performance metrics, both qualitative and quantitative, are defined and linked to established adaptation performance goals ✓ Understanding of programmatic long-term financing needs ✓ Funding is available for adaptation programs
Level 4: Optimization	<ul style="list-style-type: none"> <input type="checkbox"/> Adaptation program plan is continuously updated and improved as needed based on monitoring and evaluation of program <input type="checkbox"/> Collaboration occurs with other agency decision makers and planners to implement adaptation policy and integrate adaptation into all relevant agency decision making and planning processes <input type="checkbox"/> Climate adaptation funding is embedded into overall organizational budgeting systems and is aligned with adaptation program roadmap 	<ul style="list-style-type: none"> ✓ Long term and short term adaptation goals and plans are established and continuously implemented and improved ✓ Institutionalized integration of adaptation into all agency decision making & planning processes ✓ Dedicated, predictable, multi-year funds with flexibility are available for adaptation