

Swarthmore College
Carbon Charge Working Group
Last Updated 10.2019

Committee Charge:

The Carbon Charge Working Group (CCWG) is a working group of the Sustainability Committee, which advises the Ecosphere Executive Committee. The CCWG makes decisions regarding governing processes for the Carbon Charge program, and, with approval from the Ecosphere Executive Committee, allocates funding generated by the departmental carbon fee.

Primary Responsibilities:

- Ensure campus-wide communication keeps the community informed on the evolution of the Carbon Charge program, and solicit input where appropriate.
- Work with the Vice President for Finance and Administration to establish and refine methodology for the carbon fee and determine the mechanism by which departments pay the carbon fee as it evolves over time. This includes determining how much departments will be charged for and what, if any, compensatory allocation will be given.
- Annually review the cost per ton of carbon used by Swarthmore in calculating the carbon fee and the shadow price; recommend increases (or decreases) as appropriate. Recommendations must be made by January for any changes in charges for the subsequent fiscal year.
- Allocate funding from the Carbon Charge Fund; publish guiding documents that articulate decision making and protocols of the committee (*task force of CCWG only**).
- Oversee the Green Revolving Fund; evaluate proposals under the identified criteria and GRF guiding document (*task force of CCWG only**).
- Make recommendations to the Sustainability Committee on the implementation of a shadow price on carbon for new construction and major renovation projects.
- Update the working group charge as necessary to reflect decisions about the role of the working group and its processes.

Secondary Responsibilities:

- Develop an annual work plan to further progress on development of Swarthmore's Carbon Charge program.
- Publish an annual report that assesses impacts of the Carbon Charge program and makes recommendations for improvement.
- Collaborate with faculty, Facilities, and the Office of Sustainability to support curricular and co-curricular opportunities for community education and engagement such as workshops, lectures, and other events.
- Collaborate with the Office of Sustainability to support other educational institutions to explore internal carbon pricing.

Membership

- Students (3)
- Faculty (3)
- Associate Vice President for Sustainable Facilities Operations and Capital Planning
- Director of Sustainability
- Chief Information Technology Officer
- Director of Budget and Planning
- Sustainability and Engaged Scholarship Fellow
- Climate Action Manager
- Director of Maintenance
- Heat Plant/Energy Supervisor
- Other staff where relevant

* Day-to-day management of the Carbon Charge Fund and the Green Revolving Fund will be managed by a task force so that the full CCWG can spend time discussing substantive issues that are pertinent to all working group members. The membership of the task force will include:

- Associate Vice President for Sustainable Facilities Operations and Capital Planning
- Director of Sustainability
- Sustainability and Engaged Scholarship Fellow
- Climate Action Manager
- Director of Maintenance
- Heat Plant/Energy Supervisor

Additional members of the Carbon Charge Working Group may request and are welcome to join the task force.