The following project proposal was created by a community partner of the Upstate Institute to describe the way they would like to engage with a Colgate student this summer. The research project proposed will be a full-time research project conducted by a Field School Fellow this summer. Below, the partner describes their organization and the research project, as well as a statement of benefit derived by the community for this project. The proposal also mentions logistical considerations and required skills for a student interested in doing this work.

Unpacking the Climate Smart Community Checklist
The Town of Hamilton, 38 Milford Street, Hamilton NY 13346
The Village of Hamilton, 3 Broad Street, Hamilton, NY 13346

Missions:
The Town of Hamilton (TOH) is the governmental entity of 6,690 citizens (per the 2010 Census), which encompasses the most of the Village of Hamilton, a portion of the Village of Earlville, as well as Poolville, Hubbardsville and South Hamilton. The TOH provides a variety of services to its residents with its main focus on being road maintenance and snow removal. Additional services include: hunting and fishing licenses; dog control and dog licensing; marriage, birth and death certificates; Property Assessment; and Codes Enforcement and building inspections. The TOH provides financial support to: libraries in the Villages of Earlville and Hamilton; the Southern Madison County Ambulance Corp; and the summer youth recreation program. Additionally, the TOH supports local organizations that serve the local community as well as community based events and celebrations, such as the 4th of July Parade. The Supervisor for the TOH represents the Town residents on the Madison County Board of Supervisors and provides a link between governments at the local and County level. In 2017 the TOH adopted the update of its 1999 Comprehensive Plan, creating a road map for the next 5-10 years for the town.

The Village of Hamilton

MISSION STATEMENT
To enhance the environment, economic growth and quality of life through sound evaluation and development of public policy and innovative programs for current and future Village residents.

Project Description:
The Town and Village of Hamilton have been working in tandem on fulfilling the requirements to achieve status as Climate Smart Communities (CSC). Participation in the state supported CSC program helps communities reduce
their carbon footprint and build resiliency in the face of climate change. Colgate University has been an essential partner in organizing this work and providing student research to fulfill action steps.

In order to apply for CSC ranking our municipalities must demonstrate the completion of various actions by submitting documentation. The system is multi-layered and requires the submission of documents and images – work that would stretch the limits of staff.

We request an Upstate Institute Fellow to review the CSC checklist, unpacking the layered requirements within. Towards that end the Fellow would also assess the work the Town and Village have completed towards CSC designation and input evidence of that work in the folders provided by the program. The Town and the Village will need to submit their folders separately for CSC designation upon achieving the necessary goals. In actuality, the Fellow would need to keep accurate records for each municipality.

The goal would be to have evidence of all completed work organized in the CSC folders and a clear understanding of work needs to be completed on actions in progress by the end of the summer for both the Town and the Village.

**Statement of Benefit**
This work would greatly aid both the Town and Village of Hamilton in continuing its process to attain CSC ranking. Achieving CSC status assists in meeting goals for climate resiliency and also qualifies both municipalities for grants to support climate friendly efforts in the community.

**Logistics**
The student would work concurrently on the Town and Villages CSC reports. Work space may be possible in the Village office, and staff from both offices would oversee the work.

**Training and Skills**
A background in environmental studies would be helpful, as well as familiarity with excel. This would be an excellent opportunity for a student to get real time experience with municipal climate resiliency efforts.