National Archives and Records Administration

CLIMATE ACTION PLAN

May 2024

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Archivist of the United States

NATIONAL ARCHIVES

Section 1: Agency Profile

Agency Profile	
Mission	The mission of the National Archives and Records Administration (NARA) is to safeguard and preserve Government records and precious artifacts; while providing citizen access to discover, use, and learn from our heritage
Adaptation Plan Scope	All NARA Locations are included in this plan.
Agency Climate Adaptation Official	Mark Sprouse, Director, Facilities and Property Management Division
Agency Risk Officer	Micah Cheatham, Chief of Management and Administration
Point of Public Contact for Environmental Justice	Mark Smith, Executive for Business Support Services, mark.smith@nara.gov
Owned Buildings	17 owned buildings of 3,695,668 square feet (Federal Real Property Profile (FRPP) 2023)
Leased Buildings	27 leased buildings of 1,217,354 square feet (FRPP 2023)
Employees	2,968 Total Full-Time Equivalents, 2024
Budget	The following is NARA's Discretionary Budget Authority which includes, Operating Expenses, Office of Inspector General, R&R, NHPRC Grants Program, Revolving Fund and Trust Fund $637,074,000 which includes $388,310,000 FY22 Enacted (P.L. 117-103) $715,652,000 which includes $427,520,000 FY23 Enacted (P.L. 117-328) $700,762,000 which includes $443.213.000 FY24 Enacted (P.L. 118-47) $718,886,000 which includes $481,100,000 FY25 Proposed President's Budget
Key Areas of Climate Adaptation Effort	1. Develop facility-level climate risk assessments. 2. Strengthen NARA's climate resilience through digital operations. 3. Consider climate resilience as mission resilience. 4. Strengthen NARA's climate resilience by leveraging cloud-based solutions. 5. Improve NARA's climate resilience through increased facility readiness

NARA is building resilience and adaptive capacity to climate hazards by implementing 5 initiatives:

1. Develop facility-level climate risk assessments.
2. Strengthen NARA's climate resilience through digital operations.
3. Consider climate resilience as mission resilience.
4. Strengthen NARA's climate resilience by leveraging cloud-based solutions.
5. Improve NARA's climate resilience through increased facility readiness.

Risk assessments are now done in conjunction with our Building Condition Report schedule to include climate concerns automatically with building and systems conditions. The agency places great emphasis on these reports in prioritizing actions and cost. In addition, NARA is moving information to the cloud to help protect and make information readily available. Finally, the agency is improving the readiness of employees via mandatory training and increased awareness in policies, newsletters, and Internal Collaborative Network publications/posts.

Section 2: Risk Assessment

NARA used the Federal Climate Mapping for Resilience and Adaptation Application (Federal Mapping App)—which was developed for federal agencies by the White House Council on Environmental Quality (CEQ) and the National Oceanic and Atmospheric Administration (NOAA) to conduct a high-level screening of climate hazard exposure for federal facilities and personnel. Additional data is collected at each site by a third party during the risk assessment process by interviewing employees and extracting local data from nearby cities and weather stations. In addition, and where applicable, USGS, FEMA, and other site-specific data, along with site vulnerability history and previous actions taken are evaluated for effectiveness and is used to corroborate and strengthen findings.

NARA assessed the exposure of its buildings; employees; and lands, waters, and cultural and natural resources to five climate hazards: extreme heat, extreme precipitation, sea level rise, flooding, and wildfire risk.

Climate Data Used in Agency Risk Assessment

Hazard	Description	Scenario	Geographic Coverage
Extreme Heat	Measured as whether an asset is projected to be exposed to an increased number of days with temperatures exceeding the 99th percentile of daily maximum temperatures (calculated annually), calculated with reference to 1976-2005. Data are from high-resolution, downscaled climate model projections based on the Localized Constructed Analogs (LOCA) dataset prepared for the 4th National Climate Assessment.	RCP 4.5	CONUS
		RCP 8.5	CONUS
Extreme Precipitation	Measured as whether an asset is projected to be exposed to an increased number of days with precipitation amounts exceeding the 99th percentile of daily maximum precipitation amounts (calculated annually), with reference to 1976-2005. Data are from high-resolution, downscaled climate model projections based on the LOCA dataset prepared for the 4th National Climate Assessment.	RCP 4.5	CONUS
		RCP 8.5	CONUS and AK
Sea Level Rise	Measured as whether an asset is within the inundation extents from NOAA Coastal Digital Elevation Models and the 2022 Interagency Sea Level Rise Technical Report. Intermediate and Intermediate-High sea level rise scenarios used as proxies for RCP 4.5 and 8.5, respectively.	RCP 4.5	CONUS and PR
		RCP 8.5	CONUS and PR
Wildfire Risk	Measured as whether an asset is in a location is rated as high, very high, or extreme risk based on the U.S. Forest Service Wildfire Risk to Potential Structures (a data product of Wildfire Risk to Communities), which estimates the likelihood of structures being lost to wildfire based on the probability of a fire occurring in a location and likely fire intensity. Data reflects wildfires and other major disturbances as of 2014.	Historical	All 50 States
Flooding	Measured as whether an asset is located within a 100-year floodplain (1% annual chance of flooding) or 500-year floodplain (0.2% annual chance of flooding), as mapped by the Federal Emergency Management Agency National Flood Hazard Layer.	Historical	All 50 States and PR

Exposure to extreme heat, extreme precipitation, and sea level rise were evaluated at mid- (2050) and late-century (2080) under two emissions scenarios, Representative Concentration Pathway (RCP) 4.5 and RCP 8.5. Exposure to flooding and wildfire risk were only evaluated for the present day due to data constraints.

Climate Scenarios Considered in Agency Risk Assessment

Scenario Descriptor		Summary Description from 5th National Climate Assessment
RCP 8.5	Very High Scenario	Among the scenarios described in NCA5, RCP 8.5 reflects the highest range of carbon dioxide (CO_2) emissions and no mitigation. Total annual global CO_2 emissions in 2100 are quadruple emissions in 2000. Population growth in 2100 doubles from 2000. This scenario includes fossil fuel development.
RCP 4.5	Intermediate Scenario	This scenario reflects reductions in CO_2 emissions from current levels. Total annual CO_2 emissions in 2100 are 46% less than the year 2000. Mitigation efforts include expanded renewable energy compared to 2000.

Additional details about the data used in this assessment are provided in Appendix A.

2A. Climate Hazard Exposures and Impacts Affecting Federal Buildings

Indicators of Exposure of Buildings to Climate Hazards	RCP 4.5 2050	RCP 4.5 2080	RCP 8.5 2050	RCP 8.5 2080
Extreme Heat: Percent of buildings projected to be exposed to more days with temperatures exceeding the 99th percentile of daily maximum temperatures (calculated annually) from 1976-2005	100%	100%	100%	100%
Extreme Precipitation: Percent of buildings projected to be exposed to more days with precipitation amounts exceeding the 99th percentile of daily maximum precipitation amount (calculated annually) from 1976-2005	100%	100%	100%	100%
Sea Level Rise: Percent of buildings projected to be inundated by sea level rise	12%	12%	12%	12%
	High Risk	**Very High Risk**	**Extreme Risk**	
Wildfire: Percent of buildings at highest risk to wildfire	12%	12%	6%	
	100- or 500- year floodplain			
Flooding: Percent of buildings located within floodplains	12%			

Only one NARA facility is directly vulnerable to sea level rise (JFK Presidential Library). Since there is one way to and from the location, sea level rise, and potential inundation could hinder access to the buildings and create loss of power to the location for extended periods.

One other location (National Archives, Washington D.C.) is indirectly affected by sea level rise due to proximity to rivers in direct contact with the ocean, and because the building was built on land with a high groundwater table combined with high paved/permeable surfaces. This is the result of Federal Triangle building and street construction over an existing swamp.

The Reagan Library is often directly and indirectly impacted by wildfire and smoke, placing heavier demands on maintaining air quality. Steps have been taken to reduce kindling around the site, irrigation used to inhibit fire intrusion on the building site, and very robust filtration and intake shutters added to the location to combat smoke events. The site is also taking additional steps to reduce air and smoke infiltration at doors and windows; thus further improving the building envelope.

In addition, NARA locations are experiencing higher average temperatures, and more frequent extreme temperatures; thus, affecting employee exposure to the temperature extremes. Higher temperatures and more frequent extreme temperature events are creating additional demand on HVAC systems and prompting the agency to take mitigation actions to avoid or offset the extreme temperatures.

2B. Climate Hazard Exposures and Impacts Affecting Federal Employees

Indicators of Exposure of Employees to Climate Hazards	RCP 4.5 2050	RCP 4.5 2080	RCP 8.5 2050	RCP 8.5 2080
Extreme Heat: Percent of employees duty-stationed in counties projected to be exposed to more days with temperatures exceeding the 99th percentile of daily maximum temperatures (calculated annually), from 1976-2005	100%	100%	100%	100%
Extreme Precipitation: Percent of employees duty-stationed in counties projected to be exposed to more days with precipitation amounts exceeding the 99th percentile of daily maximum precipitation amount (calculated annually), from 1976-2005	88%	88%	88%	88%
Sea Level Rise: Percent of employees duty-stationed in counties projected to be inundated by sea level rise	12%	12%	12%	12%
	High Risk	**Very High Risk**	**Extreme Risk**	
Wildfire: Percent of employees duty-stationed in counties at highest risk to wildfire	1%	1%	1%	

Climate Hazard Exposure data was obtained from Environmental Systems Research Institute (ESRI) Mapping, and National Capital Area for all owned NARA sites to determine exposure risks for Federal employees. As part of NARA's response to the COVID pandemic, employees were issued laptop computers to maintain continuity of operations. The laptops now provide broader telework options and offer additional safeguards for employees to perform their work during extreme weather events and wildfires. NARA emphasizes benefits to reducing risk to those employees (especially nonessential employees) by working from home, or remote locations, vs. traveling to potentially impacted centralized work locations. As additional third-party risk assessments are completed, the benefits of teleworking and reduced risk to employees become clear. A good example of reducing risk is the JFK Library, Columbia Point location. There is only one way in and out of the area by roadway, so during a severe weather event or other crisis, travel to and from the area could be hazardous. Finally, reducing the number and distance of commutes clearly impacts the amount of carbon and other pollutants produced by employee travel.

The numbers included above are for agency owned facilities only. Leased facility employees and contract employees are not represented in these numbers but with the exception of sea level rise, patterns at leased facilities are expected to mimic patterns at owned facilities. As more risk assessments are completed for leased locations, additional recommendations for employees and holdings are likely to be included in reports.

2C. Climate Hazard Exposures and Impacts Affecting Mission, Operations and Services

Summary of Key Current and Projected Climate Hazard Impacts and Exposures		
Area of Impact or Exposure	**Identified Climate Hazard**	**Description**
Mission, operations, buildings, and safety of personnel, contractors, and visitors are most affected by sea level rise at the JFK Presidential Library.	Sea level rise and storm events	JFK Library is sited on Columbia Point in east Boston, Massachusetts, along the edge of the UMASS campus. Wave action has undercut the sea wall over time, so the wall may no longer be adequate to protect the location far into the future, especially during storm surge events, coupled with high tides. Steps are being taken to improve the sea wall consistent with the City of Boston and UMASS plans but a final decision on the plan, and construction will take several years to implement. ESRI mapping data indicates that sea level will rise significantly in this area over the next 75 years, rendering the site vulnerable to flooding and inundation episodes, without mitigation efforts. physical inspection of the seawall confirms degradation is occurring rapidly, so shoring up the existing sea wall is prudent. This area has only one roadway in and out of the area, so extra caution is necessary during extreme events. Shelter in place is not a viable option for a large number of people, so evacuation, except for a skeleton crew to protect the location from damage, is the only reasonable option.
Wildfires impact air quality, both locally and across much of the nation, so air quality is negatively affected over broad regions. Direct effects of wildfires are most notable in the southwest part of the nation and affect the Reagan Presidential Library most frequently.	Wildfire	The Reagan Presidential Library faces wildfire threats almost every year. To reduce direct damage from fires NARA cooperates with other groups to use goats to graze the area around the Library to reduce the kindling around the site. This has worked well to protect from direct fire damage, but smoke does severely shorten the life of the air filters in the building. The impacts to workers, other than more frequent filter changes have been minimal. Extreme heat issues at the site are addressed by alternate work schedules to avoid working in extreme heat whenever possible, thus minimizing productivity issues.
Warmer air temperatures will impact virtually all NARA facilities. In most cases, these increases will increase the number of extreme heat days. In winter months, increased air temps will mostly reduce heating costs, but are not expected to have significant detrimental effects to the buildings or personnel.	Increased air temperature/extreme heat	NARA measures and logs temperature and humidity in unconditioned working spaces. Specific measures, including stopping work, are taken when the heat index exceeds established limits, thus reducing exposure to employees and contractors to the risks of extreme heat.

2D. Impacts from and Exposure to Additional Hazards

NARA recognizes that with more high heat days and greater humidity that the likelihood of extreme weather events is increasing. NARA has early warning systems in place to notify staff and visitors of impending and/or imminent threats from wind, hail, blizzards, and other heavy precipitation events. Locations with large warehouse flat roofs are vulnerable to straight line and tornadic wind and hail events. NARA replaces roofs with heavier thickness roofing material that is more resistant to wind and hail but is not a guarantee of no damage from the most violent storms (those that can cause total destruction or significant structural damage).

Earthquakes, although they are not climate related events, are covered by our ongoing risk assessments. Tsunamis do not generally pose a significant risk to NARA locations, so they are typically not included in our risk assessment recommendations.

NARA provided laptops to all employees, which allows for telework; thus, maximizing workplace flexibility and efficiency, and minimizing employees' exposure and risk during commutes during extreme weather events.

Section 3: Implementation Plan

3A. Overview of Agency Approach to Addressing Climate Hazard Impacts and Exposure

Addressing Climate Hazard Exposures and Impacts Affecting Federal Buildings and Employees

PRIORITIZED ACTIONS TO ADDRESS CLIMATE HAZARD EXPOSURES AND IMPACTS AFFECTING FEDERAL BUILDINGS		
Climate Hazard Impact on and/or Exposure to Buildings	**Priority Action**	**Timeline for implementation (2024-2027)**
The National Archives Building in the Federal Triangle is the only NARA building regularly impacted by flooding and inundation. This building represents 6% of NARA owned buildings.	NARA installed a floodgate system that does not require power to operate. This system has worked well and protected the building and contents from flood waters breaching the building footprint. There have been instances where water has infiltrated utility conduits outside the building and caused some damage. These entry points have been plugged and switchgear located near these points of entry have been elevated to reduce risk of damage. Floodgate is operated periodically to make sure it functions as designed, and conduit entry points are inspected regularly to ensure proper function. The A1 location has just completed the third-party walk-through risk assessment and is awaiting final draft recommendations for future decisions on climate adaptation.	The floodgate operates and protects the building as built. Improvements/repairs are made as components wear out, or design no longer meets flood risk criteria. Timeline: Floodgates and cofferdam was completed in 2009. Sealing of conduits and move of electrical components was completed in 2012.
The John F Kennedy Library is the only NARA facility directly facing a threat from sea level rise. This building represents 6% of NARA owned buildings.	NARA has completed a climate adaptation assessment for JFK. However, the priority action of seawall improvements to protect the site are dependent on action by the City of Boston for adjacent properties, and Federal Funding for the Library property. In the meantime, repairs are slated to maintain integrity of the existing seawall until a final decision is made with adjacent stakeholders in the area to create uniformity to function of the final seawall structure.	Timeline is dependent on action by the City of Boston and availability of federal funding. No action prior to 2027 is currently anticipated.

Addressing Climate Hazard Impacts on and Exposures to Federal Employees

PRIORITIZED ACTIONS TO ADDRESS CLIMATE HAZARD EXPOSURES AND IMPACTS AFFECTING FEDERAL EMPLOYEES		
Climate Hazard Impact on and/or Exposure to Employees	**Priority Actions**	**Timeline for implementation (2024-2027)**
Heat stress is the number one hazard, affecting potentially all employees and contractors at some point. This is a national impact and thus a priority for NARA.	Adjusting work times and limiting exposure during high heat/humidity days and providing hydration stations to help keep everyone hydrated. Also working in small groups to help recognize early on when heat stress may be affecting workers. NARA workers generally do not work outside the buildings, except for inspections, and short exposure times. However, NARA employees must work in indoor heat stress locations when pulling or replacing records at shorter term and temporary records locations. NARA works with the employee union to promote and agree upon heat stress exposure based on heat index rules.	Hydration stations have been installed at NARA facilities to encourage drinking more water, while promoting use of reusable water containers. NARA will have hydration stations in all locations by the end of FY 2027.

Heat stress during high heat periods is the number one climate exposure for NARA employees. Employees and contractors have access to water to stay hydrated. Hydration stations have been installed at most locations. Once the wet bulb temperature reaches 90 degrees, employees are limited to the amount of time exposed to heat. At 103 degrees, all work ceases until such time as the temperature returns to the lower threshold. Temperature readings are taken twice a day and posted to the NARA shared drive for managers'/supervisors' reference. These thresholds are based on OSHA and NIOSH PUBLICATION NUMBER 2016-106 standards. In addition, temperature standards for heat and cold weather work are further established in the NARA/union agreement.

NARA is taking steps to protect the JFK location from the general wear and tear of wave action, to repair existing damage, and make appropriate improvements to slow future damage of wave action, storm surges, and relative sea level rise at the location. This work is being coordinated through third party assessments and working with other stakeholders in the area to create a uniform, more permanent solution to ocean damage and encroachment on the site.

NARA has already made nature-based decisions for protecting the Reagan Library from wildfires, by cooperating with several groups to provide annual controlled grazing on the adjacent hillsides at the location, thus reducing kindling material for fires to reach the site. This has already paid dividends by stopping wildfires from reaching the buildings at the site. In addition, the Reagan site has over engineered air filtration at the site to protect employees, visitors, holdings, and contractors from exposure to smoke.

An increase in extreme heat days continues to be the overarching problem at NARA locations, as data indicates the trend for more extreme heat days is expected for the foreseeable future. NARA encourages work to be done by contractors at cooler periods of the day whenever feasible. The agency has installed hydration stations at locations to help encourage everyone to stay hydrated. The agency works with employee unions to provide and maintain the safest workplace possible regarding heat exposure and recognizing heat stress early, to help eliminate health hazards.

3B. Incorporating Climate Risk into Policy and Programs

Risk assessments are conducted and results from third party contractors and input from employees are included with the Building Condition Reports. All of the information is packaged together to make recommendations for improving buildings and operations within the buildings, and any special considerations necessary for operations, holdings, employees and contractors, and visitors.

NARA has conducted two Climate Risk assessments, one for the JFK Presidential Library and one for the Ronald Reagan Presidential Library. These two sites were selected as our most immediate risks, one for flooding, and one for wildfires. Based on the conclusions, NARA is developing strategic budget initiatives for submission in future budget calls to address the more critical findings.

The risk assessments have now been incorporated into our building condition report process. We conduct two/three building condition inspections each fiscal year as they are reinspected on a 5-year cycle.

Additionally, NARA is examining the Climate-Resilience Operations through our broader examination of resilient operations in moving toward the Federal Mission Resilience Strategy for continuity of operations. In 2023, we focused on field continuity exercise, "Operation Activate" specifically on the challenges to operations at each of our locations during periods of extreme weather. The evaluation of this event generated multiple Continuity Corrective Actions (CCA). As funding is required, these CCA will also become the basis of budget initiatives in support of resilient operations.

Agency Policies Reviewed		
Climate Adaptation and Resilience	We are now reviewing all policies as they are renewed or revised to consider how they can better incorporate climate adaptive capacity and resilience, where relevant. The risk adaptation officer wears many hats and coordinates the efforts.	The Agency now reviews new and updated policies for effects on, and from climate, prior to release. NARA 108 - Information Collection - Reviewed/ no climate adaptation language added. NARA 235 - NARA's Safety and Occupational Health - Reviewed/ no climate adaptation language added. NARA 243 - Reporting Actual or Suspected Solicitation by Foreign Intelligence Entities Non-State Actors - Reviewed/ no climate adaptation language added. NARA 356 - Reviewed/ no climate adaptation language added. NARA 801 - (Still in Draft) Temporary Capital Planning and Investment Control (CPIC) Process - Climate Adaptation language added see below: 801.12 Climate Change and Adaptation: conforms to the most current climate adaptation guidance and requirements for federal agencies. References E.O. 14008 Tackling the Climate Crisis at Home and Abroad. NARA 1463 - Unauthorized Destruction of Removal of Federal Records at Agencies - Reviewed/ no climate adaptation language added

Nature-Based Solutions	*NARA does not have a formal policy on use of nature-based solutions, but several sites use NBS to improve climate resilience*	NARA has utilized grazing on hillsides of Reagan Presidential Library, which is subject to wildfires for over a decade now. This best practice has had excellent results, one year in particular, the grazing was attributed to stopping the fire from reaching the building, saving potentially millions of dollars in damage.
Environmental Justice	Before increases to digitization, researchers and visitors had to physically come to our buildings.	NARA has gone to great lengths to make digital information available to the public, without the need to travel to the NARA facility to retrieve the information. NARA has acquired high speed digital scanners to help make the information available to anyone with internet access and a computer. To date NARA has digitized over 200 million pages of information. The goal is 500 million pages digitized by 2026. Additionally, federal records going forward are required to be digitally formatted. NARA/OMB Memorandum M-23-07 requires documents submitted to NARA by federal agencies be in digital format by the end of FY2023. https://www.archives.gov/news/articles/catalog-200-million-digitized-pages
Co-Benefits of Adaptation	NARA has been directly examining the cross-over between Climate Adaptation and Federal Mission Resilience. Actions taken to mitigate climate impacts potentially also result in improved Mission Resilience for continuity of operations.	NARA's Continuity Exercise "Operation Activate 23" utilized local climate impacts as the exercise scenario under which our ability to maintain operations was tested.

3C. Climate-Smart Supply Chains and Procurement

The National Archives and Records Administration (NARA) conducts meticulous market research and acquisition planning for each acquisition in accordance with the Federal Acquisition Regulations. A key component of this process is the performance of a market risk analysis that incorporates climate considerations. However, it is important to note that further work is necessary in this area.

The Acquisitions team will collaborate with Agency Climate leads to identify and resolve crucial elements of our procurement processes. This joint effort aims to enhance the overall effectiveness of our acquisition procedures with regard to climate hazard risks to critical supplies and services, while ensuring compliance with all relevant regulations and guidelines.

At risk supplies/services	Outline Actions to Address Hazard(s)	Identify Progress Towards Addressing Hazard(s)
At Risk Supplies/Services: All aspects of Facilities maintenance and records management services are at risk. Climate change poses significant supply chain risks to NARA's facilities maintenance and records management services. Extreme weather events, exacerbated by climate change, can disrupt the availability and timely delivery of critical components and services necessary for maintaining optimal environmental conditions for records preservation. These disruptions can lead to: **Temperature control failures:** Extreme temperatures and humidity fluctuations can compromise the integrity of archival materials, requiring increased reliance on climate control systems that may be vulnerable to power outages or equipment malfunctions caused by extreme weather. **Delays in critical services:** Disruptions to transportation networks and supply chains can delay the delivery of essential maintenance services, repairs, and replacement parts, potentially jeopardizing the preservation of records. **Increased costs:** The need for expedited shipping, alternative sourcing, or emergency repairs due to climate-related disruptions can lead to significant cost increases for NARA. Mitigating these risks requires proactive measures such as diversifying suppliers, developing contingency plans for disruptions, and investing in resilient infrastructure that can withstand extreme weather events. Additionally, incorporating climate risk assessments into procurement decisions can help ensure the selection of vendors who prioritize sustainability and resilience in their operations.	NARA must continue to proactively address the issue of climate change by implementing aggressive procurement policies that prioritize climate change considerations. This includes: 1. **Strengthening procurement language, clauses, and policies:** Revising procurement framework to prioritize sustainability, efficiency, and green initiatives. This involves incorporating specific language that emphasizes the importance of reducing greenhouse gas emissions, conserving resources, and minimizing environmental impact throughout the supply chain. 2. **Prioritizing vendors with strong sustainability practices:** Implementing evaluation criteria that favor vendors who demonstrate a commitment to sustainability and can provide products and services with a lower environmental footprint. This includes considering factors such as energy efficiency, recycled content, reduced packaging, and sustainable sourcing practices. 3. **Promoting green transportation and logistics:** Exploring options to incentivize the use of low-carbon transportation modes and optimize logistics to minimize emissions associated with the delivery of goods and services. 4. **Encouraging sustainable packaging:** Incorporating requirements for vendors to use eco-friendly packaging materials and reduce packaging waste, contributing to a more circular economy. 5. **Providing internal training and education:** mandate training programs for its procurement staff to raise awareness of climate-smart procurement practices and ensure that sustainability considerations are integrated into all stages of the acquisition process. By taking these proactive steps, NARA is demonstrating its commitment to addressing climate change and leading by example in sustainable procurement practices. Climate change will undoubtedly present a significant challenge that could lead to supply delays. NARA must therefore take measures to prevent such delays by accounting for longer lead times in the supply chain. Strategic purchasing practices leveraging the purchasing power of the Federal Government must be employed to procure materials and services in larger quantities and with better planning to account for future needs.	NARA is working on policies and processes that will address some of these issues. The Acquisitions team will collaborate with Agency Climate leads to identify and resolve crucial elements of our procurement processes. This joint effort aims to enhance the overall effectiveness of our acquisition procedures regarding climate hazard risks to critical supplies and services, while ensuring compliance with all relevant regulations and guidelines.

3D. Climate Informed Funding to External Parties

NARA does not provide funding for external parties for climate resilience or adaptation. NARA provides grants only through the National Historical Publications and Records Commission, which is bound by 44 U.S.C. Chapter 25 for the nature of grants it can convey.

3E. Climate Training and Capacity Building for a Climate Informed Workforce

Training and Capacity Building	
Agency Climate Training Efforts	100% of all employees take climate adaptation training as part of the annual mandatory employee training.
	100% of the agency's senior leadership officials have received climate adaptation training.
	100% of the agency's budget officials have received climate adaptation training.
	100% of the agency's acquisition officials have received climate adaptation training.
	Each year, climate adaptation training is updated to include new requirements or pertinent changes to mandates.
Agency Capacity	No FTEs across the agency have tasks relevant to climate adaptation in their job description. Contracting staff have climate adaptation duties but are not part of their respective job descriptions.

NARA requires a suite of annual training modules for all employees. One of the modules is on climate adaptation and resilience.

TIMELINE SUMMARY FOR MAJOR MILESTONES

Section of the Implementation Plan	Description of Milestone	Climate Risk Addressed	Indicators for success
Subsection 3A1	Include recommendations for JFK Library sea wall improvement to repair existing sea wall and repair degraded areas.	Relative Sea level rise at JFK	The sea wall improvements are dependent on final assessments by the City of Boston, UMASS, and other stakeholders. A uniform design, including height of sea wall, construction type, expected longevity, etc., must be agreed upon prior to construction. The timeline is not yet finalized, so NARA is evaluating progress on repairs of the existing sea wall to help protect the site in the meantime. We are incorporating the risk assessment into the BCR recommendations for prioritizing the design and build for the sea wall. More information should be available for a recommendation for the timeline to do the work and is subject to funding availability.

Section 4: Demonstrating Progress

4A. Measuring Progress

Key Performance Indicator: Climate adaptation and resilience objectives and performance measures are incorporated in agency program planning and budgeting by 2027.		
Section of the CAP	**Process Metric**	**Agency Response**
Addressing Climate Hazard Impacts and Exposure	Step 1: Agency has an implementation plan for 2024 that connects climate hazard impacts and exposures to discrete actions that must be taken. (Y/N/Partially) Step 2: Agency has a list of discrete actions that will be taken through 2027 as part of their implementation plan. (Y/N/Partially)	Partially No
Accounting for Climate Risk in Decision-making	Agency has an established method of including results of climate hazard risk exposure assessments into planning and decision-making processes. (Y/N/Partially)	Yes
Incorporating Climate Risk Assessment into Budget Planning	Agency has an agency-wide process and/or tools that incorporate climate risk into planning and budget decisions. (Y/N/Partially)	Yes
Climate Informed Funding to External Parties	Step 1: By July 2025, the agency will identify grants that can include consideration and/or evaluation of climate risk. Step 2: Agency modernizes all applicable funding announcements/grants to include a requirement for the grantee to consider climate hazard exposures. (Y/N/Partially)	No No
Key Performance Indicator: Data management systems and analytical tools are updated to incorporate relevant climate change information by 2027.		
Section of the CAP	**Process Metric**	**Agency Response**
Addressing Climate Hazard Impacts and Exposure	Agency has identified the information systems that need to incorporate climate change data and information and will incorporate climate change information into those systems by 2027. (Y/N/Partially)	Partially
Key Performance Indicator: Agency CAPs address multiple climate hazard impacts and other stressors, and demonstrate nature-based solutions, equitable approaches, and mitigation co-benefits to adaptation and resilience objectives.		

Section of the CAP	Process Metric	Agency Response
Incorporating Climate Risk into Policy and Programs	By July 2025, 100% of climate adaptation and resilience policies have been reviewed and revised to (as relevant) incorporate nature-based solutions, mitigation co-benefits, and equity principles. (Y/N/Partially)	Partially
Key Performance Indicator: Federal assets and supply chains are evaluated for risk to climate hazards and other stressors through existing protocols and/or the development of new protocols; response protocols for extreme events are updated by 2027.		
Section of the CAP	**Process Metric**	**Agency Response**
Climate- Smart Supply Chains and Procurement	Step 1: Agency has assessed climate exposure to its top 5 most mission-critical supply chains. (Y/N/Partially) Step 2: By July 2026, the agency has assessed services and established a plan for addressing/overcoming disruption from climate hazards. (Y/N/Partially)	No No
	Agency has identified priorities, developed strategies, and established goals based on the assessment of climate hazard risks to critical supplies and services. (Y/N/Partially)	Partially
Key Performance Indicator: By 2027, agency staff are trained in climate adaptation and resilience and related agency protocols and procedures.		
Section of the CAP	**Process Metric**	**Agency Response**
Climate Training and Capacity Building for a Climate Informed Workforce	Step 1: By December 2024 100% of agency leadership have been briefed on current agency climate adaptation efforts and actions outlined in their 2024 CAP. (Y/N/Partially) Step 2: Does the agency have a Climate 101 training for your workforce? (Y/N/Partially) If yes, what percent of staff have completed the training? Step 3: By July 2025, 100 % employees have completed climate 101 training. (Y/N/Partially)	Yes Yes/100% Yes

Appendices

Appendix A: Risk Assessment Data

The Federal Mapping App uses the following data:

Buildings

Buildings data comes from the publicly available Federal Real Property Profile (FRPP). The General Services Administration (GSA) maintains FRPP data and federal agencies are responsible for submitting detailed asset-level data to GSA on an annual basis. Although FRPP data is limited—for example, not all agencies submit complete asset-level data to GSA, building locations are denoted by a single point and do not represent the entirety of a structure or could represent multiple structures, and properties may be excluded on the basis of national security determinations— it is the best available public dataset for federal real property. Despite these limitations, this data is sufficient for screening-level exposure assessments to provide a sense of potential exposure of federal buildings to climate hazards.

Personnel

Personnel data comes from the Office of Personnel Management's (OPM) non-public dataset of all personnel employed by the federal government that was provided in 2023. The data contains a number of adjustments, including exclusion of military or intelligence agency personnel, aggregation of personnel data to the county level, and suppression of personnel data for duty stations of less than 5 personnel. Despite these adjustments, this data is still useful for screening-level exposure assessments to provide a sense of key areas of climate hazard exposure for agency personnel.

Climate Hazards

The climate data used in the risk assessment comes from the data in Climate Mapping for Resilience and Adaptation (CMRA) Assessment Tool. When agency climate adaptation plans were initiated in 2023, CMRA data included climate data prepared for NCA4. Additional details on this data can be found on the CMRA Assessment Tool Data Sources page. Due to limited data availability, exposure analyses using the Federal Mapping App are largely limited to the contiguous United States (CONUS). Additional information regarding Alaska, Hawaii, U.S. Territories, and marine environments has been included as available.