

October 29, 2020

Washington Climate Assembly
Assembly Member Recruiting, Management, and Retention Methodology

Recruiting Methodology, Summary and Timeline

OVERVIEW Assembly Member Eligibility and Ineligibility

To become an Assembly Member, one must meet the following **eligibility criteria**:

- be a resident of Washington State;
- be at least 16 years old;
- live in a household which received an invitation to participate via phone call;
- confirm their willingness to participate as Assembly Members.

The composition of the Assembly Members group reflects the **demographic structure** of the Washington State in terms of the following criteria:

- Gender (male/female/non-binary);
- age group:
 - 16-24 years,
 - 25-39 years,
 - 40-64 years,
 - 65+ years;
- level of education;
- congressional district;
- income level;
- race/ethnicity;
- attitude toward climate change.

Assembly Members are randomly selected. The final stage of selecting Assembly Members is done using an analog method of random selection (e.g. rolling a dice), and transmitted live and recorded.

- The number of Assembly Members per congressional district is calculated using the Webster/Sainte-Laguë method.

To ensure the Assembly's impartiality, the following persons are asked not to register to participate (**ineligibility criteria**):

- persons in the Governor's Office:
 - holding managerial positions;
 - working in area related to the subject of the Assembly;
- persons holding leadership positions in organizational units of Washington State and working in companies whose activities are in areas related to the subject of the Assembly;
- elected politicians;
- members of the Interested Parties and members of their boards;
- lobbyists working in an area related to the subject of the Assembly,;
- members of the Initiating Team, Design Team, Coordinating Team and the Monitoring Team;
- People who will be involved in the Assembly as Experts, Observers, or Facilitators.

Sampling controls for this recruiting effort

Ensuring that the members of the assembly are reflective of the population of Washington State is will be done through quota management, and Random Digit Dialing (RDD) Landline and Cellphone recruiting. Telephone recruiting of individuals for statistically valid research studies is widely accepted as a reliable way to reach a wide swath of the population while limiting self-selection bias.

We use a longtime RDD sample provider, Scientific Telephone Samples, for RDD sample development. These RDD samples are based on assigned (for landline) or billing (for cellphone) zip codes to ensure that the numbers we are target are within the target market for this assembly.

A complete Census is always the best approach, where every individual in a population is asked to participate, but a full Census approach is unachievable given the scope, budget, and timeline for this project.

Phone ownership and usage rates continue to rise as accessibility to technology and telephone becomes more and more of a societal norm in our Country. The 2015 American Community Survey reports only 2.4% of households in Washington with no telephone service (United States Census <https://data.census.gov/cedsci/table?q=washington%20state%20telephone&tid=ACSDP5YAIAN2015.DP04&hidePreview=false>)

and in 2018 the CDC reported in their National Health Interview Survey Program that 54.9% of American homes had only wireless telephones (Ref: National Center for Health Statistics, Wireless Substitution: Early Release of Estimates from the National Health Interview Survey, January- June 2018, <https://www.cdc.gov/nchs/data/nhis/earlyrelease/wireless201812.pdf>)

In short, outreach and recruiting process that includes randomly generated Landline and Cellular phone numbers within the State will allow us to reach the population needed while limiting any inherent sample biases.

Reaching tribal members, hard to reach demographic segments, and other non-phone reachable communities to ensure they are included for selection

Some individuals may be reached through non-RDD means, especially when we are looking to recruit individuals from populations who are more apt to not respond to random telephone calls (non-response bias populations). Historically, we see these populations as those from racial minorities and those under the age of 35. In order to meet quota targets for these groups, the recruiting team may leverage referral recruiting (asking those we reach via RDD who do not qualify due to screening or quota controls to refer us to someone in a different segment), social media or panel recruiting (our Washington State panel includes over 10,000 individuals who participate in traditional market research studies), and direct invitation through association groups, like tribal leadership groups.

With tribal members being listed as a priority in recruitment for the Washington Climate Assembly specific additional steps will be taken to ensure there are tribal members in the panel. First, tribal leadership groups will be reached via phone and email and asked if they could recommend any tribal members that they believe would be available for this study.

Second, we can reach out to secondary sources we have on hand, like our internal research participant database to reach those known to be Native American to ask for either self inclusion, or the inclusion of one of their friends or relatives who may have a stronger identity to their tribal groups.

A similar referral approach will be used to reach other hard to find populations, like those without phones, homeless, prison and incarcerated populations to make every effort possible to ensure full inclusion in our Assembly recruiting efforts.

All individuals recruited using these methods will follow the same retention and screening process as all other participants.

Quota development, benchmarks, and controls.

In order to ensure representativeness of the final Assembly, quota controls will be utilized throughout the recruiting and invitation process. Quotas are a minimum number of individuals within a demographic segment we are targeting to invite to the Assembly. Once that minimum is reached, we will consider that

demographic segment fulfilled for recruiting, individuals who would like to join that are within fulfilled quotas are still invited to ensure that no person is dis-invited from the program and participation is truly democratic.

Recruiting will continue until our over-recruiting minimum targets are met, which will result in at least 120 individuals to be recruited to be part of the pool for sortation selection. More than 120 individuals are likely to be invited and be included in the pool. Over-sampling due to opt-in bias will be managed through the sortation process.

All our quota targets have been developed using data from the US Census American Community Survey (ACS 2019) - <https://data.census.gov/cedsci/> - ACS Demographic and Housing Estimates - <https://data.census.gov/cedsci/table?q=washington%20state%20population&tid=ACSDP1Y2019.DP05&hidePreview=false>

For the purposes of this project; the following quotas have been set as minimums for the demographic points we are tracking during the recruiting phase of this project. Note, weights and calculations are included here as well.

Quotas established by the sortation team are done independent of these controls, and are not addressed in this document.

Established Quota Targets/Maximums:

<u>Quota</u>	<u>Final Target N=</u>	<u>Recruiting Target N=</u>
People	80	125
Gender		
Female	40	62
Male	40	63
Non-binary/Non-conforming	2	10
Age		
16-19	5	10
20-24	7	14
25-34	15	24

35-44	13	20
45-54	13	19
55-59	7	10
60-64	6	9
65+	15	19
Congressional District		
1	8	12
2	8	13
3	8	13
4	8	12
5	8	12
6	8	13
7	8	12
8	8	13
9	8	13
10	8	13
Income		
Under \$10K	2	5
\$10K-\$15K	2	5
\$15K-\$25K	4	8
\$25-\$35K	5	10
\$35-\$50K	8	15

\$50-\$75K	14	19
\$75-\$100K	12	16
\$100-\$150K	16	22
\$150-\$200K	8	13
\$200K or more	9	12
Race/Ethnicity		
White alone	55	75
Black or African American	3	6
Hispanic	10	20
American Indian	2	3
Asian	7	11
Native Hawaiian and Other Pacific Islander	2	3
Some other race	4	7
Education		
Some High School	7	13
High school graduate (includes equivalency)	18	30
Some college, no degree	19	29
Associates degree	8	14
Bachelors degree	18	24
Graduate or professional degree	11	15

Climate Opinions “I believe global warming is happening		
Yes	60	90
I don’t know	11	17
No	9	13
Climate Opinions “I believe global warming is caused mostly by human activities”		
Yes	48	72
I don’t know	8	12
No	24	36
Climate Opinion “I am worried about global warming”		
Yes	52	78
No	28	42

Gender Quota Calculation:

Source: <https://data.census.gov/cedsci/>

A	B	C	D	E
Total population	7294336			80
Male	3645665	50	0.5	40
18 years old and over	2809923	77.1		

65 years old and over	489026	13.4		
Female	3648671	50	0.5	40
18 years old and over	2851538	78.2		
65 years old and over	584473	16		

1. To Determine the age quotas the ACS was used to determine the proportion of Females vs males in Washington state.
2. The proportion from step 1 was then multiplied by our total recruit number to get 40 per each gender.

Age Quota Calculation:

Source: <https://data.census.gov/cedsci/>

A	B	C	D	E	F	G	I	J
15 to 19 years	444352	6.1	0.061	0.04575	0.057349	4.6	16 to 19 years	5
20 to 24 years	485160	6.7	0.067		0.083986	6.7	20 to 24 years	7
25 to 34 years	1086195	14.9	0.149		0.186775	14.9	25 to 34 years	15
35 to 44 years	956356	13.1	0.131		0.164212	13.1	35 to 44 years	13
45 to 54 years	944254	12.9	0.129		0.161705	12.9	45 to 54 years	13
55 to 59 years	487173	6.7	0.067		0.083986	6.7	55 to 59 years	7
60 to 64 years	454466	6.2	0.062		0.077719	6.2	60 to 64 years	6
65 to 74 years	650487	8.9	0.089		0.111564	8.9	65 +	15
75 to 84 years	294553	4	0.04		0.050141	4.0		
85 years and over	128459	1.8	0.018		0.022563	1.8		
Sum of percentages			0.79775		1			

1. ACS age brackets were used to determine our age quotas.
2. Age quotas were then determined by taking the percentage of each age brackets' population relative to Washington State's population (Column d).
3. Since the 15-19 age bracket has one year (15-16) outside our age minimum (16) for this project the percentage calculated for step 2 was multiplied by .75. .75 Represents the proportion of the age group (15-19) that can qualify for this project. The product of that equation is .05475 (Column e).

4. The population proportion from steps 2 and 3 were then summed to get the total proportion of Washington state residents that qualify for this study (sum of percentages, row D).
5. The population proportion from steps 2 and 3 were then divided by the sum from step 4 (Quotient is Column f).
 - a. This represents the proportion of each age bracket of Washington State residents that qualify for this study relative to 1.
6. The proportion from step 5 was then multiplied by 80 to get the total number of recruits per age bracket (Column G).
7. The age ranges of 65-74, 75-84, 85 years and older were then combined to make a 65+ quotas as is best practices when developing age quotas (Column I).
8. The product from step 6 was then rounded to the nearest whole number (Column J).

Congressional District Quota Calculation:

Source: <https://data.wa.gov/Demographics/WAOFM-Congressional-Districts-Table-1-Census-2010-um6h-4brj/data>

Congressional District	Total Population 2010				
Washington State	6,724,540	Step 1	Step 3	Step 4	Step 6
1	672,444	45,933.009210446	0.09999881	7.999904826	8
2	672,454	45,933.555670117	0.1	8	8
3	672,448	45,933.227794510	0.099999286	7.999942896	8
4	672,456	45,933.664961857	0.100000238	8.000019035	8
5	672,455	45,933.610315995	0.100000119	8.000009517	8
6	672,448	45,933.227794510	0.099999286	7.999942896	8
7	672,457	45,933.719607702	0.100000357	8.000028552	8
8	672,463	45,934.047482432	0.100001071	8.000085656	8
9	672,460	45,933.883545140	0.100000714	8.000057104	8
10	672,455	45,933.610315995	0.100000119	8.000009517	8
	Step 2	459,335.556698702	Target Number	80	

The number of Assembly Members per congressional district is calculated as follows:

1. The number of registered residents of individual district rises to the power of 0.8;
2. The sum of the numbers resulting from the exponentiation referred to in point 1 is calculated;

3. The quotient of the results obtained in point 1 and the sum referred to in point 2 is calculated;
4. Individual quotients are multiplied for individual districts by the target number, or close to the target number, of Assembly Members and rounded;
5. If for a given district the result of the equation referred to in item 4 is 0, then it is awarded 1; (SKIPPED)
6. The number close to the target referred to in point 4 shall be selected in such a way that after all the equations are carried out, the sum of Assembly Members for individual districts would be the target number."

Household Income Quota Calculation:

Source: <https://data.census.gov/cedsci>

A	B	C	D	E	F
Less than \$10,000	53764	3.00	0.0300	2.40	2
\$10,000 to \$14,999	33947	1.90	0.0190	1.52	2
\$15,000 to \$24,999	86442	4.80	0.0480	3.84	4
\$25,000 to \$34,999	112952	6.20	0.0620	4.96	5
\$35,000 to \$49,999	188178	10.40	0.1040	8.32	8
\$50,000 to \$74,999	321420	17.70	0.1770	14.16	14
\$75,000 to \$99,999	272610	15.00	0.1500	12.00	12
\$100,000 to \$149,999	370476	20.40	0.2040	16.32	16
\$150,000 to \$199,999	176142	9.70	0.0970	7.76	8
\$200,000 or more	197365	10.90	0.1090	8.72	9
	1813296		80		80

1. Family household income was used from the ACS.
2. The proportion of each income bracket relative to the number of households in Washington (Column E) was multiplied by our group size to get the total number from each income bracket we will need for this project
3. Step 2 was then rounded to the nearest whole number

Race/Ethnicity Quota Calculation:

Source: <https://data.census.gov/cedsci>

A	B	C	D	E	F
Total population	7294336			80	80

Hispanic or Latino of any race	911573	12.5	0.125	10	10
Not Hispanic or Latino	6382763	87.5			
White alone	5039208	69.1	0.691	55.28	55
Black or African American alone	259482	3.6	0.036	2.88	3
American Indian and Alaska Native alone	80274	1.1	0.011	0.88	1
Asian alone	602020	8.3	0.083	6.64	6
Native Hawaiian and Other Pacific Islander alone	46476	0.6	0.006	0.48	1
Sum of listed pop	6939033				
Total Pop - sum of listed (Some Other Race)	355303	0.048709	0.048709	3.896755	4

1. Race/Ethnicity data was taken from the ACS.
2. The number of total listed Ethnicities (Hispanic or Latino of any race, White alone, Black or African American alone, American Indian and Alaska Native alone, Native Hawaiian and Other Pacific Islander alone) were summed (Sum of listed pop, Column B)
3. Step 2 was subtracted from the Washington State total population (Total population, B) to get 355303.
 - a. 355,303 represent the number of residents in Washington State that are not represented in the list provided by ACS. This new group will be known as "Some Other Race"
4. Each group (Hispanic or Latino of any race, White alone, Black or African American alone, American Indian and Alaska Native alone, Native Hawaiian and Other Pacific Islander alone, Some Other Race) total Washington States proportion (Column D) was then multiplied by 80.
 - a. This represents the numbers of group members that should be of each race.
5. Step 4 was then rounded to the nearest whole number
6. Step 5 "Asian alone" were rounded down to 6 to get a sum of 80.

Education Calculation:

Source: <https://data.census.gov/cedsci>

A	B	C	D	E	F	G
Less than 9th grade	187130	3.7	0.037	2.96		
9th to 12th grade, no diploma	257591	5.1	0.051	4.08	Some Highschool	7
High school graduate (includes equivalency)	1109016	22.2	0.222	17.76	High school graduate (includes equivalency)	18
Some college, no degree	1183496	23.7	0.237	18.96	Some college, no degree	19
Associates degree	501449	10	0.1	8.00	Associates degree	8
Bachelors degree	1104621	22.1	0.221	17.68	Bachelors degree	18
Graduate or professional degree	658640	13.2	0.132	10.56	Graduate or professional degree	11

1. ACS data was used to determine our Education Quotas
2. The proportion of each segment relative to Washington State's total population (Column D) was multiplied by 80 to get the proportion of each Segment that would qualify for this group relative to 80 (Column E).
3. The ACS groupings "Less than 9th Grade" and "9th to 12th Grade, no Diploma" were combine for our recruiting quota as "Some Highschool" as is best practices when setting quotas. (Column F)
4. The outputs from steps 2 and 3 were rounded to the nearest whole number (Column G).

Political Party Tracking Calculation (tracking purposes only):

Political party is only tracked in this study, it is not used as a quota item for sortation.

Source: <https://www.fec.gov/introduction-campaign-finance/election-and-voting-information/federal-elections-2016/>

A	B	C	D	E	F
Trump (R)	1,221,747	36.83%	29.46614	Republican Party	29
Clinton (D)	1,742,718	52.54%	42.03094	Democratic Party	42
All Others	352,554	10.63%	8.502912	Other Party	9
Total Vote	3,317,019		80		80

1. The number of votes for each Presidential Candidate in 2016 were used from the Federal Elections commission.
2. The number of votes from each segment (Column B) were divided by the total vote to get the proportion of each segment's vote relative to the total vote (Column C).
3. Each segment from Step 2 was then multiplied by the total number of participants in this study (80) to get the number of each party that should be represented in this study.

4. Trump will be referred to as the “Republican Party”, Clinton (D) will be referred to as the “Democratic Party’, and “All others” will be referred to as “Other Party”.
5. Step 3 was then rounded to the nearest whole number.

Climate Opinions Quota Calculation:

Source: <https://climatecommunication.yale.edu/visualizations-data/ycom-us/>

Supplemental; national results (2020): <https://climatecommunication.yale.edu/publications/global-warmings-six-americas-in-2020/>

A	B	C	D	E
Total population	7294336			80
Yes, believe global warming is happening	5470752	75	.75	60
I don't know if global warming is happening	1021207	14	.14	11
No, global warming is not happening	802377	11	.11	9
Yes, global warming is caused mostly by human activities	4376602	60	.6	48
I don't know if global warming is caused mostly by human activities	729434	10	.1	8
No, global warming is not caused mostly by human activities	2188301	30	.3	24
Yes, I am worried about global warming	4741318	65	.65	52

No, I am not worried about global warming	2553018	34	.35	28
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1. To Determine the opinion quotas, response rates from the 2005 Washington State specific study conducted by Yale and applied to the known current statewide population.
2. The proportion from step 1 (C) was then multiplied by our total recruit number to get suggested targets in each response type.

Quota buffering for lower show rates in different segments

To ensure we arrive to 80 recruits from the correct segments that accurately represent Washington state some segments will be over recruited and some under recruited based on historical show rates SRA sees from RDD recruits.

Gender: No Discrepancies here, each one will be recruited evenly.

Age: The segments 16-19, 20-24, 25-34 will be over recruited, and the segments 45-54, 55-59, 60-64, 65+ will be recruited simply relative to their proportion at 125 recruits.

Congressional District: The Puget sound congressional districts will be slightly over recruited at 13 and the other districts will be at 12. Typically, those in higher population densities have a slightly lower participation rate.

Voted in 2020: we historically have seen no participation rate discrepancies here.

Income: Those in the income brackets Under \$10K, \$10K-\$15K, \$15K-\$25K, \$25-\$35K will be over recruited and those in the income brackets \$75-\$100K, \$100-\$150K, \$150-\$200K, \$200K or more will be recruited at their proportion of the population. Historically we see that those in lower income brackets have a lower participation rate than those in higher income brackets

Race/Ethnicity: Non whites, will be over recruited and White Alone will be recruited at their proportion of the population. Historically we see lower participation rates from Non-whites/ Asians and higher participation rates from whites.

Education: Some High School, High school graduate (includes equivalency), Some college, no degree will be over recruited and Bachelor's degree/ Graduate or professional degree will be recruited at their proportion of the population.

Political Preference: No Participation rate discrepancies here.

Sortition allowances on quotas during the selection process



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The sortition committee will utilize the following targets for quota controls for the final group of selected assembly members from the initial pool of those recruited.

For sortition priorities, Gender is most important to preserve as exact; then we prioritize the selection by region (Eastern/Western), College/Non-College Educated, then White/African/Asian(all types)/LatinX/Native American/other, low/median/high income, climate opinions (Positive/Neutral/Negative).

Final number of those selected through randomization has to be at least +/- 5% in each of the tracked segments; or no less than N=2 in any single sortation segment.

An ABSOLUTE MAX is allowable as well, it is calculated to our total invited population of N=125; this ABSOLUTE MAX will be used when deviations above the target MAX in any single segment is warranted to support a minimum in another dependent segment.

Gender	Target	MIN	MAX	ABSOLUTE MAX
Female	40	38	42	59-65
Male	40	38	42	60-66
non-binary/non-conforming	2			119-131
Region				
Eastern	16	15	17	23-25
Western	64	60	68	96-106
Income				
Low Income (Under 35K)	8	7	9	17-19
Meduum Income (\$35k-\$100k)	38	36	40	57-63
High Income (\$100k+)	34	32	36	45-49
Race/Ethnicity				
White alone	55	52	58	71-79
Black or African American	3	2	4	6-6
Hispanic	10	9	11	19-21
American Indian	2	2	3	3-3
Asian (All Types)	8	7	9	13-15
Some other race	4	3	5	7-7
Education				
Non- College educated	43	40	46	68-76
Graduate or professional degree	37	35	39	50-56

Global Warming Validity				
Yes	60	57	63	89-99
I Don't Know	11	10	12	17-19
No	9	8	10	13-15
Global Warming Human				
Yes	48	45	51	71-79
I Don't Know	8	7	9	12-14
No	24	22	26	36-40
Global Warming Worries				
Yes	52	49	55	77-85
No	28	26	30	42-46

Screening controls to enhance sample viability and verify eligibility

Using our trained telephone interviews, our team of researchers will hand dial all targeted phone numbers in our RDD samples until we reach our target number of opt-ed in participants for the assembly pre-selection process.

A total of 120 individuals will be recruited to be among the group in which selections will be made. Cascadia Consulting Group and their sortician teams will randomly select individuals from this group of 120 to a segment of 80, plus 10 alternates to be included in the final Assembly that will convene in January.

Research interviewers will use our Computer Aided Telephone Interviewing system (CATI) to ask each individual they reach, who chooses to proceed with qualification and inclusion, a set of screening questions. These screening questions are designed to verify each respondent's eligibility to be included in the Assembly and will test:

- That they are a Washington State Resident

- That they are aged 16 or above
 - To ensure the Assembly's impartiality, the following persons are asked not to register to participate:
- persons in the Governor's Office:
 - holding managerial positions;
 - working in area related to the subject of the Assembly;
- persons holding leadership positions in organizational units of Washington State and working in companies whose activities are in areas related to the subject of the Assembly;
- elected politicians;
- members of the Interested Parties and members of their boards;
- lobbyists working in an area related to the subject of the Assembly;;
- members of the Initiating Team, Design Team, Coordinating Team and the Monitoring Team;
- People who will be involved in the Assembly as Experts, Observers, or Facilitators.

Additionally, this screening conversation will collect essential information from the respondent to verify their eligibility based on open quotas that the recruiters are looking to fill:

- Race/Ethnicity
- Gender
- Zip Code (Research teams will use Zipcode to assign each respondent to a Congressional District for quota management)
- Educational Attainment
- Household income

Residents from all areas of the State will be included in this, and we will also screen them for access to the internet, computer use, and technology comfort. Those who we reach who wish to participate but do not have the tools necessary to join the Zoom meetings will be provided with training, technology, and all the assistance they need to ensure their inclusion in the Assembly if they wish to participate.

If any individuals reached via telephone would like more information prior to committing to the Assembly, they will be sent a project summary via email or letter, with a follow-up telephone attempt scheduled at a future date once the interviewer and respondent have agreed upon a date that they would like to be recontacted.

More information on non-response bias in Telephone Surveying can be reviewed here: [https://www.aapor.org/Education-Resources/Reports/Cell-Phone-Task-Force-Report/Coverage-and-Sampling-\(1\).aspx](https://www.aapor.org/Education-Resources/Reports/Cell-Phone-Task-Force-Report/Coverage-and-Sampling-(1).aspx)

As our approach to this project is similar to RDD Telephone Surveying, the non-response reasons typically seen in telephone research also apply to this recruiting effort.

Retention and communications process

Once individuals complete the screening process and opt-in for joining the Assembly, the research team will work to verify that the information collected is valid and that the participant wants to continue their participation.

Within 1 week of opting-in, each recruited Assembly member will receive a project summary via email or mail (whichever they prefer) outlining the Assembly process. A double opt-in is required of each member to validate their willingness to join, so as part of this communication step the recruited Assembly member will be asked to complete a short online survey which re-asks key questions to ensure validity, as well as make a written commitment to participating.

Recruited members who do not respond to the double opt-in invitation in a timely manner will be contacted via telephone to collect their opt-in and remove any barriers as needed to ensure their continued participation.

Once the individuals complete the double opt-in they are part of the final pool for selection.

Upon selection, each individual will be contacted via telephone to affirm their selection in the Assembly pool and confirm their commitment to joining the Assembly process in 2021.

If any individuals do not respond to the affirmation process or opt-out, then the next available quota matching recruited Assembly member will be invited to ensure that we have a final opted-in and confirmed group of 80 participants plus ten alternates.

Incrementally those that are selected will be communicated with about the Climate Assembly to ensure their continued engagement and to reduce attrition over time.

The Assembly Coordinators will send invitations to the Assembly (Zoom) Meetings and Assembly Activities, and as individuals need to be contacted to encourage participation, they will be contacted by the research teams as well.

Once all participation is complete and validated, individuals will be paid their \$500 participation honorarium. This incentive is a gift for participating and is **not** a payment for employment during the duration of this Assembly.

Recruiting Process Timeline

For clarity on this process, the following is our suggested timeline for the phases of this project. You can also view it dynamically by using this link: <https://share.clickup.com/tl/h/238d1-56/b555dd015b89e05>

October 2020

- Design fielding methodology – due October 30th, 2020
- Design sampling methodology – due October 30th, 2020
- Design screening questionnaire – due October 30th, 2020

November 2020

- Design retention process – due November 13th, 2020
- Recruit Climate Assembly Members – November 3rd through December 12th, 2020

December 2020

- Select final group of Assembly Members – December 14th and 15th, 2020
- Retain selected Assembly Members – December 16th through December 24th, 2020
- Maintain selected Assembly Members – December 9th through March 12th, 2020

January – March (Assembly Sessions)

- Follow along with the participation of Assembly Members, assist with retention – January 11th – March 12, 2021

Validate participants, pay participant honorariums – March 12th – March 15th, 2021