

**CHESAPEAKE BAY WATERSHED IMPLEMENTATION PLAN
2019 - 2020 DELIVERABLES**

Activity #1	Facilitation of Chesapeake Bay Phase III WIP Implementation with Localities & Regional Partners	DUE	
	Minimum Deliverables COMPLETE ALL		
Task 1a	Develop regionally-specific tasks for inclusion in an annual Scope of Service for implementation during calendar year 2021, building from this scope of service. (by September 30, 2020)	9/30/2020	
Task 1b	Host and facilitate meetings, quarterly at a minimum, on Bay WIP topics, or include Bay WIP issues on agendas for existing meetings, with participation from member local governments (encourage attendance from other stakeholders).	12/31/2020	
Task 1c	Update Commissioners and local boards (as appropriate) on progress of key contract deliverables and other key Bay related issues as needed.	9/30/2020	
Task 1d	Develop, maintain and update, as needed, web page(s), newsletters, factsheets, guidebooks, social media or similar marketing materials that inform local stakeholders about WIP activities.	12/31/2020	
Task 1e	Collaborate with other Bay PDCs as part of the urban sector network group, and: i). develop a proposal(s) for new locally relevant urban stormwater BMPs for potential inclusion or to revise existing BMPs; ii). coordinate meetings and/or teleconferences to discuss the BMP implementation process and efforts to assist unregulated (non MS4) communities.	12/31/2020	
Task 1f	Attend meetings of Virginia's Chesapeake Bay Stakeholders Advisory Group, local Watershed Roundtables, Chesapeake Bay Program and other related groups, as available/necessary. Relay key information to localities and regional stakeholders.	12/31/2020	
Task 1g	Educate local stakeholders about the direct local benefits of implementing BMPs in their communities (instead of focusing on the Bay area exclusively); and engage and encourage citizens to participate by promoting the benefits to their local communities	12/31/2020	
Task 1h	Share information with localities regional stakeholders on state, federal, and private BMP implementation funding opportunities. (as available)	As Available	
Activity #2	BMP Implementation Reporting and Liaison with DEQ	DUE	
	Minimum Deliverables COMPLETE ALL		
Task 2a	Assist localities staff, and other agencies as needed (e.g., SWCD, local departments of health) on use of the BMP Warehouse for reporting implementation actions.	12/31/2020	
Task 2b	Work with local governments and other partner organizations to fill identified BMP data reporting gaps. This may include the implementation of a regional BMP reporting process.	12/31/2020	
Activity #3	Development & Distribution of Implementation Tools & Resources	DUE	RECCOMENDED
	Minimum Deliverables CHOOSE 4		
Task 3a	Continue work with localities and other partner organizations to develop cost estimates, project proposals and potential budgets for implementation of Bay Program-approved BMP projects and to identify opportunities to align multiple program needs.	12/31/2020	
Task 3b	Work with localities to continue compiling GIS shapefiles to support the biennial Chesapeake Conservancy's Bay High-Resolution Land Cover Update project and other Bay model updates where such data exists. Data layers of interest include parcel data, local land use data, building footprints, MS4 boundaries, sewer service areas and planned expansions, street centerlines, zoning data, federal, state and municipally owned lands or other relevant data sets.	12/31/2020	R
Task 3c	Coordinate with DEQ, the Virginia Department of Health (VDH), SWCDs and local governments to improve education, implementation and reporting of septic tank pump outs for reporting to DEQ's BMP Warehouse.	12/31/2020	
Task 3d	Work with localities to review local plans and ordinances and identify whether WIP III BMPs and prioritized programmatic actions are included in goals/objectives or opportunities for future inclusion.	12/31/2020	R
Task 3e	Support local adoption of procedures, plans, policies and/or programs to support forest conservation and other land policies that reduce the impact of future development.	12/31/2020	
Task 3f	Support local governments and other regional partners with Bay TMDL related grant writing assistance (as opportunities arise); and contract administration and project management services for awarded grants, based on local needs.	12/31/2020	
Task 3g	Maintain and update, as needed, a matrix of potential grant project priorities for the region with total project costs, potential funding sources, partners, application deadlines and any other critical information.	12/31/2020	R
Task 3h	Maintain an up to date library of draft grant applications (for basic information needs and project drafts) for use within the region to acquire project funding.	12/31/2020	
Task 3i	Work with DEQ and localities to fill any identified WIP III BMP training needs. (e.g. design, tracking, verification, maintenance)	12/31/2020	R
Activity #4	Regionally Specific Initiatives/Programmatic Actions	DUE	RECCOMENDED
	Minimum Deliverables CHOOSE 2		
Task 4a	Conduct an evaluation, resource assessment and gap analysis/needs assessment of an existing water quality program currently being implemented in the region.	12/31/2020	
Task 4b	Identify opportunities to improve an existing water quality program, align the program with other regional priorities and recommend changes to improve collective benefits and/or cost effectiveness.	12/31/2020	
Task 4c	Coordinate two (2) stream cleanup projects in collaboration with stakeholders.	12/31/2020	R
Task 4d	Participate in three (3) outreach activities/public events that increase community engagement and WIP marketing.	12/31/2020	
Task 4e	Conduct a regional evaluation to identify key protection areas and BMP implementation opportunities to address multiple programs/priorities/benefits (hazard mitigation, transportation, etc.).	12/31/2020	
Task 4f	Work with local stakeholders to implement forest buffer/tree planting/storm water projects, e.g. on municipally owned lands.	12/31/2020	
Task 4g	Host two (2) BMP workshops for local residents/businesses.	12/31/2020	R
Task 4h	Establish and oversee regional assistance/cost-share/revolving loan program(s) for septic pump outs and/or system upgrades/connections to sewer	12/31/2020	
Task 4i	Establish and oversee regional assistance/cost-share/revolving loan program for living shorelines	12/31/2020	
Task 4j	Partner to implement WIP III BMP(s) as determined by regional needs	12/31/2020	
Activity #5	SUBMISSION	DUE	
Task 5a	Submit the interim PDC contract report and reimbursement request.	6/30/2020	
Task 5b	Submit 2021 Proposed Scope of Work as described in 1.a above.	9/30/2020	
Task 5c	Submit the final PDC contract report and final reimbursement request.	12/31/2020	