

*DRAFT and LIVING DOCUMENT*

**CONCEPTUAL FRAMEWORK OVERVIEW**

**PROCESS FOR FINANCE STRATEGY/SYSTEM DEVELOPMENT**

**BACKGROUND**

The Budget and Finance Workgroup (BFWG) of the Enhance Partnering, Leadership, and Management Goal Implementation Team (GIT6) is working to support the Chesapeake Bay Program partners by facilitating the outcome workgroups and teams in development of specific finance strategy/systems for the management strategies, outcomes, and biennial workplan action items.

This initial conceptual framework overview of the BFWG process is developed and will be implemented at the request of the Management Board (MB), working first with the Submerged Aquatic Vegetation (SAV) workgroup. This will create a proof of concept for the finance strategy/system work. The conceptual framework will then be improved upon from the experiences learned from the initial work with the SAV outcome. The MB directed the BFWG to next work with Blue Crab, Oysters, and Forage Fish outcomes next as appropriate. An update on the progress of this work will be provided to the MB at the September 21, 2017, meeting.

**CONCEPTUAL FRAMEWORK**

Assumptions

The elements of the finance strategies/systems are developed through dialogue with the finance experts from the public and private sectors, vested stakeholders, in-depth input from the workgroup and teams, and based on best available information.

The process is highly interactive (three or more dialogue sessions) and is a way of working and thinking that may represent a paradigm shift for some.

The scope of the finance work undertaken may be to address a finance system for the entire management strategy and/or outcome and/or action items, or it may focus on finance strategy options on critical path action items. We encourage taking the broadest possible look, as appropriate.

*At least initially*, the BFWG will arrange, in consultation with the outcome workgroup or team, for the meeting logistics.

The term “resources” used in this document means to include to both monetary (e.g., funds) and non-monetary (e.g., human capital, access to information sources, etc.) sources.

This conceptual framework describes a process of dialogues, possible development of new relationships with public and private finance resources, and new finance options. It is up to those Chesapeake Bay Partners responsible for a given management strategy/outcome/action item to ultimately use this information to then develop the finance strategy/system that fits their defined need.

Timing: approximately 45 to 90 days, depending on scheduling.

### Result

Summary document (approximately two to ten pages) that highlights some finance options (likely not an exhaustive list of options) submitted to GIT client management strategy/outcome/action item workgroup or team for further consideration and ultimate action. Summary document produced by BFWG.

### Dialogue session #1

Purpose – BFWG will meet with outcome workgroup or team (~2- to 3-hour duration) to discuss and better understand the scope of the finance strategy/system based on currently defined and articulated priorities. More specifically, the BFWG would like to know at a high level about the following in the context of resource need.

- Bay Agreement strategy, outcome, critical (critical path) specific action items of focus.
- Clearly identify short- and long-term work/actions.
- Summarize funding history (if available).
- Highlight any key sections of existing strategies, outcomes documents, biennial workplans.
- Identify known gaps.
- Identify who (name, organization, contact information) is known to or may possibly care.
- This is the time identify any diverse and/or local community members that need to have a role.
- Any other related relevant information.

*Any of this that can be provided in advance would be appreciated.* BFWG will produce an advance agenda.

During this initial meeting between the outcome workgroup or team and BFWG, we will discuss the following for a stated strategy/outcome/action.

1. What are the anticipated sources of revenue from outside any traditional or existing revenue streams that you believe would support this work? In other words, who else cares and how do/did you identify them? (question 1)
2. How can existing resources work more in concert to ensure that your work is most efficient and effective? In other words, are there strategies or processes for making each dollar go farther in accomplishing your goals? (question 2)
3. How would you know if the financial effort is successful in achieving your specific outcome? (question 3)

BFWG will meet to digest the information, develop any follow-up questions, and plan the next dialogue session.

### Dialogues session #2

Purpose – BFWG and outcome specific representatives meet (~2- to 3-hour duration) with jurisdictions, and federal agencies, to discuss and better understand in the context of the defined scope:

- Vested interest in the particular outcome/action items.
- Financial and policy enabling conditions (barriers) and gaps.
- Identify who is known to or may possibly care.

- Specifically walk through the three questions listed above.

BFWG will meet to digest the information and develop any follow up questions. In consultation with the outcome workgroup/team the BFWG will draft an agenda and prepare for next dialogue session.

### Dialogue session #3

Purpose – BFWG and outcome specific representatives convene meeting (~5-hour duration/10:00 to 3:00 range), in a location significant to the specific outcome, to hold a structured, facilitated and in-depth discussions. The discussions will accomplish the following.

- Connect participants with the living resource that is the subject of the specific outcome/action item.
- Cover the complete range of outcome specific and action item specific work needs to be financed, and define the timeframes, including needs for continuous sources of finance.
- Cover the interests and vested needs of those with resources.
- Link outcome/action item specific needs with the interests of those (public and private sources) willing to contribute and/or provide resources.
- Articulate possible finance options.
- Have fun working through discussions and being creative.

Meeting participants will include, at a minimum (everyone present is expected to work, interact, and have a significant and participatory role – **no observers**):

- *Outcome/action item* workgroup or team *representatives* who are intimately knowledgeable *subject matter experts*.
- BFWG members, only those critical to this meeting topic.
- Jurisdictional and federal representatives with a clearly stated *vested interest* in the outcome/action items – program policy and financial contacts.
- A member of the Science and Technical Advisory Committee (STAC) with *reliable expertise* to the specific outcome/action items.
- *Finance experts* from both public (federal, jurisdictional and local level) and private sector.

### Finance options and summary

*At least initially*, the BFWG will produce a summary document (approximately two to ten pages) to include:

- High-level summary of what we heard and understood the scope to be of the specific outcome/action item finance strategy/system; problem definition.
- Summary of input documentation; process; who participated; and generally what we heard during the dialogue sessions.
- Highlight some finance options (likely not an exhaustive list of options) to be considered by workgroups and teams.

## **FINANCE STRATEGY/SYSTEM**

As stated in the assumptions section, this conceptual framework describes a process of in-depth dialogues, the development of some possible new relationships with public and private finance

resources, and identification of some new finance options. It is up to those Chesapeake Bay Partners responsible for a given management strategy/outcome/action item to ultimately use this information to then develop the finance strategy/system that fits their defined need.

Based on the availability of resources, it is our intention to be able to have additional opportunities for those working on management strategies/outcomes/actions items to have some limited access to the finance experts after the end of dialogue #3 and delivery of the summary document. This opportunity is to access the experts for follow up as they develop finance strategies/systems in the context of revised management strategies/outcomes/action items. Depending on the depth of resources available (there are a lot of outcomes to address) on the BFWG, we may be available for further discussion as specific finance strategies/systems are under development.

**CONTACT**

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