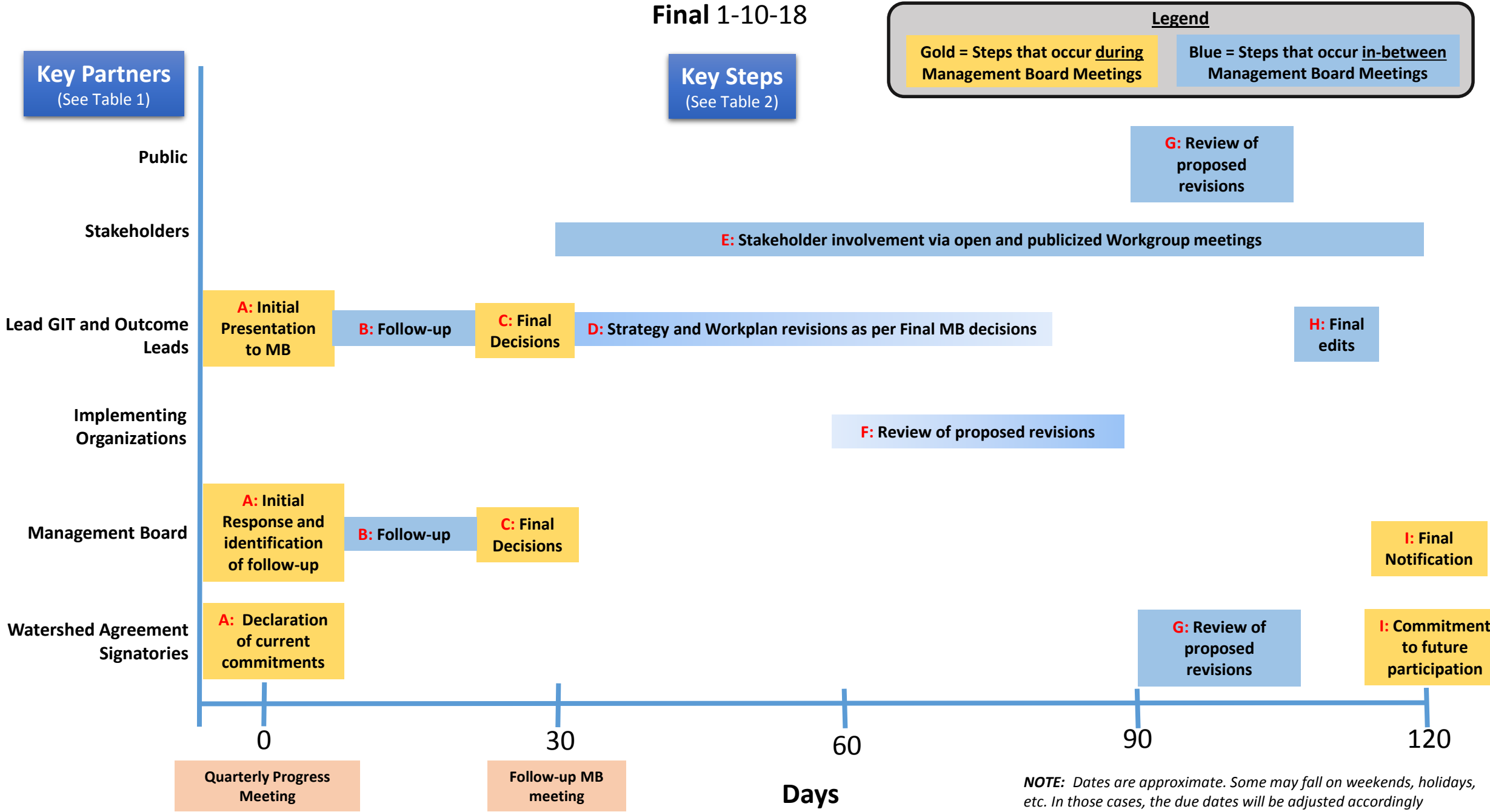


# CBP Watershed Agreement: Process for Updating Management Strategies and Workplans

Final 1-10-18



# Table 1: Key Partners

**Note:** Groups identified below are not mutually exclusive. Most involved individuals, agencies, and organizations will serve in more than one of these groupings.

| Who                             | Description   |
|---------------------------------|---|
| Public                          | Everyone – any member of the public who wishes to review and potentially comment on revisions to the Strategies and Workplans   |
| Stakeholders                    | Individuals and groups who may not be regular participants in CBP GITs and Workgroups, but are more involved and have a greater level of interest in the Strategies and Workplans than the public in general. Consist primarily of “Interested Parties Lists” generated during initial Strategy development plus newly identified stakeholders. |
| Lead GIT                        | Goal Implementation Team assigned as lead for the Outcome being reviewed and revised. The Lead GIT is the responsible party for conducting the Outcome review, presenting to the Management Board, and implementing agreed-upon revisions to Strategies and Workplans.  |
| Outcome Lead(s)                 | CBP Workgroup or other CBP entity directly responsible for drafting, tracking, and revising an Outcome Strategy and Workplan. Outcome Lead is generally a subset of, and reports to, the Lead GIT.  |
| Implementing Organization(s)    | Any organization (federal, state, local, private, non-profit, etc) identified in the Outcome Workplan as responsible for implementing a portion of the Workplan.  |
| Management Board                | CBP Management Board  |
| Watershed Agreement Signatories | Members of the Management Board who represent the 9 signatories to the Watershed Agreement.   |

**Note 1:** Dates are approximate. Some may fall on weekends, holidays, etc. In those cases, the due dates will be adjusted accordingly.

## Table 2: Key Steps

**Note 2:** Lead GIT may request additional time from the Management Board for implementing any step if necessary.

| Step | Who                             | What  | When (see Notes above)                      |
|------|---------------------------------|---|---|
| A:   | Lead GIT and Outcome Leads      | Present lessons learned and recommended actions to MB as per Strategy Review System process.  | Quarterly Progress Review Meeting:<br>Day 0 |
|      | Management Board (MB)           | Initial response to presented recommendations and identification of follow-up action items.   |   |
|      | Watershed Agreement Signatories | Reminder of current commitment to Outcome, and declaration of intent to participate in Strategy and Workplan revisions over next 120 days.  |   |
| B:   | Lead GIT and Outcome Leads      | Act on follow-up items identified in Quarterly Progress Review meeting  | Day 1 – Day 29                              |
|      | Management Board                | Act on follow-up items identified in Quarterly Progress Review meeting  |   |
| C:   | Lead GIT and Outcome Leads      | Final decisions on recommendations made at Quarterly Progress Review meeting  | Follow-up MB Meeting: Day 30                |
|      | Management Board                | Final decisions on recommendations made at Quarterly Progress Review meeting  | Follow-up MB Meeting: Day 30                |
| D:   | Lead GIT and Outcome Leads      | Revise Strategy and Workplan as per final MB decisions in close coordination with Implementing Organizations.   | Day 31 – Day 80                             |
| E:   | Stakeholders                    | Participate in Strategy and Workplan revisions through public Workgroup process. <i>(Stakeholders notified of intent to revise and invited to participate by GIT on Day 31).</i>                            | Day 31 – Day 119                            |
| F:   | Implementing Organizations      | On-going review of draft revisions to Strategy and Workplan in close coordination with Lead GIT and Outcome Leads.  | Day 60 – Day 89                             |
| G:   | Public                          | Review and solicitation of comments on final draft of revised Strategy and Workplan. <i>(Public notified of opportunity to review final draft via CBP website, social media, and outreach through CAC).</i> | Day 90 – Day 109                            |
|      | Watershed Agreement Signatories | Review of final draft of revised Strategy and Work Plan   |   |
| H:   | Lead GIT and Outcome Leads      | Final edits to revised Strategy and Workplan as per Lead GIT, Implementing Organizations, MB, Public, and Watershed Agreement Signatories’ comments   | Day 110 – Day 119                           |
| I:   | Management Board                | Receives final notification of Workplan revisions   | MB Meeting: Day 120                         |
|      | Watershed Agreement Signatories | Final declaration of commitment to participate in revised Outcome Strategy and Workplan   |   |
|      | CBPO Web Team                   | Post revised Strategy and Workplan on ChesapeakeProgress  | Day 121                                     |

**Table 2 Addendum: Key Dates for Lead GIT and Outcome Leads (Stewardship GIT Example)**

| Step      | What  | When                                 |
|-----------|---|--------------------------------------|
| <b>A:</b> | Present lessons learned and recommended actions to MB as per Strategy Review System process.  | November 16                          |
| <b>B:</b> | Act on follow-up items identified in Quarterly Progress Review meeting.   | November 17, 2017 – December 6, 2017 |
| <b>C:</b> | Final decisions on recommendations made at Quarterly Progress Review meeting  | December 7, 2017                     |
| <b>D:</b> | Revise Strategy and Workplan as per final MB decisions (in close coordination with Implementing Organizations).   | December 8, 2017 – February 5, 2017  |
| <b>E:</b> | Stakeholders participate in Strategy and Workplan revisions through public process ( <i>notified of intent to revise and invited to participate by GIT on Day 31</i> ).             | December 8, 2017 – March 15, 2018    |
| <b>F:</b> | Implementing organizations participate in ongoing review of draft revisions to Strategy and Workplan in close coordination with Lead GIT and Outcome Leads.                         | January 15, 2018 – February 16, 2018 |
| <b>G:</b> | Public and Watershed Agreement Signatory review and solicitation of comments on final draft of revised Strategy and Workplan.   | February 19, 2018 – March 9, 2018    |
| <b>H:</b> | Final edits to revised Strategy and Workplan as per Lead GIT, Implementing Organizations, MB, Public, and Watershed Agreement Signatories' comments.                                | March 10, 2018 – March 15, 2018      |
| <b>I:</b> | MB receives final notification of Workplan revisions. Watershed Agreement signatories make final declaration of commitment to participate in revised Outcome Strategy and Workplan. | March 16, 2018                       |
|           | Management Strategy and Workplan posted to <i>ChesapeakeProgress</i> .  | March 19, 2018                       |