CHESAPEAKE BAY WATERSHED IMPLEMENTATION PLAN 2022 DELIVERABLES

Activity #1	Facilitation of Chesapeake Bay Phase III WIP Implementation with Localities & Regional Partners
	Required Deliverables COMPLETE ALL
Task 1a	Develop three regionally-specific tasks for inclusion in an annual Scope of Service for implementation during calendar year 2023, building from this scope of service.
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).
Task 1c	Update Commissioners and local boards (as appropriate) on progress of key contract deliverables and other key Bay related issues as needed.
Task 1d	Facilitate the sharing of information on local, regional, and state efforts on Environmental Justice, where available, between DEQ, the PDC, and localities including the coordination of discussions and training to be provided by DEQ. Gather and compile data, information, and outputs on locality-specific efforts on Environment Justice including any efforts on mapping, defining terms, tools, resources used, how communities identify, and specific needs localities have to undertake such efforts, and provide such to DEQ.
Task 1e	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.
Task 1f	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. 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. Provide and disseminate these educational materials for the public and for localities to distribute. Work with DEQ to create template documents and web content that PDCs can personalize and disseminate to the public and localities. As available, share information with localities and regional stakeholders on state, federal, and private BMP implementation funding opportunities.

Activity #2	Regionally Specific Initiatives/Programmatic Actions
	Required Deliverables COMPLETE ALL
Task 2a	Add a section of local BMP examples in the CSPDC region to the Stormwater Best Practices Toolkit that was created in 2021. Develop an online web map application with local BMPs with pictures and descriptions that corresponds with this section in the toolkit.
Task 2b	Coordinate two regional WIP -related training/workshops. One training will involve outreach and communication professional development for water quality and environmental fields.
Task 2c	Continue to connect localities with hazard mitigation strategies and available funding sources that support BMP implementation and flood prevention through grant writing and technical assistance. Continue to encourage the participation in the Central Shenandoah Hazard Mitigation Plan by the localities involved in the WIP.

Activity #3	Optional Deliverables
	CHOOSE 3
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. For example, existing Indoor Plumbing Rehabilitation grants are underutilized due to lack of engagement from homeowners within the project areas.
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. If the PDC was not going to actively participate in the review they would at a minimum follow up with the individual localities to facilitate a comment/no comment response to the Conservancy. Ancillary data may also be compiled as 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.
Task 3c	Coordinate with DEQ, the Virginia Department of Health (VDH), SWCDs and local governments to improve education, implementation and development of a process to capture, track and report septic tank pump outs for uploading to DEQ's BMP Warehouse.
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.
Task 3e	Share regional information from the Bay Program analysis of land cover change with local governments. 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.
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.
Task 3g	Research grant opportunities to assist localities in identifying BMP implementation projects such as creating wetlands systems to serve as retention areas for water flowing from Towns to the Chesapeake Bay; installing rain gardens to reduce impervious surface area; and establishing a forest buffer/tree planting/stormwater management pilot program on publicly owned lands. Attend grant information sessions, workshops, webinars, etc. sponsored by DEQ, Chesapeake Bay Program and other related agencies. 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. Disseminate funding information to localities; update websites and other applicable resources. Assist localities in applying for funds and provide grant writing assistance when needed.
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. For example, templates can be developed for: (1) non-profit foundations such as the National Fish and Wildlife Foundation; (NFWF); (2), locally-targeted state resources such as the Stormwater Local Assistance Funds (SLAF); and (3) a potential co-benefit funder applicable in the region (ex. Virginia Department of Emergency Management {VDEM} - Hazard Mitigation, Virginia Department of Transportation {VDOT} - Road Improvements with WQ BMPs, Trout Unlimited - Habitat Improvement, National Oceanic and Atmospheric Administration {NOAA} ¬Coastal Resiliency).
Task 3i	Work with DEQ and localities to fill any identified WIP III BMP training needs. (e.g. design, tracking, verification, maintenance) Provide training opportunities or webinars for locality staff, bring in speakers and WIP III related subject matter experts.
Task 3j	Assist localities and stakeholders with the development of BMP implementation projects and cost assessments, and programmatic actions on an as-needed basis. Assist localities that may have limited staffing. Assist localities in the completion of BMP implementation projects.
Task 3k	When requested, update the environmental sections of local government comprehensive plans and create model WIP III language for inclusion
Task 3l	When requested, assist localities with updating local ordinances and zoning regulations.
Task 3m	Create a local water quality policy "toolbox". Create and maintain an accessible, easy to use "toolbox" of land instruments available to local governments such as: tree preservation, LID, CBPA, floodplain, and wetlands ordinances. Promote smart zoning allowing denser development offset by conservation of open space. Include transportation system considerations. Start to promote the implementation of policies and procedures that support improving water quality (such as the tools green infrastructure solutions, retrofits, upfit, construction and maintenance projects demonstration and trainings).
Task 3n	Work with local governments to utilize VDH/VIMS wastewater island data to target areas of high septic failures for potential use of American Recover Plan Act funding available from VDH to repair or replace aging or underperforming onsite systems.
Task 3o	Work with local governments and the Virginia Department of Forestry (DOF) to utilize heat island mapping data to target urban tree planting efforts. Funding for planting projects may be available from the DOF. If urban heat island data is not yet available, identify local governments that may be interested in such studies and work with DOF to initiate them.
Task 3p	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 into the Chesapeake Bay Modeling framework or to revise existing BMPs currently included in the framework, as needed; ii) coordinate meetings and/or teleconferences to discuss the BMP implementation process and efforts to assist unregulated (non MS4) communities.
Task 3q	Coordinate with DEQ and Bay PDCs to identify, discuss, and/or develop training opportunities for localities including, but not limited to, BMP implementation, verification, and maintenance, new CBPA regulations and guidance, new wetlands guidance, and other training needs as they arise.

Activity #4	Project Administration
Task 4a	Submit the interim PDC contract report and reimbursement request.
Task 4b	Submit regionally-specific tasks for inclusion in the 2023 Proposed Scope of Service as described in 1.a above.
Task 4c	Submit the final PDC contract report and final reimbursement request.