

C. CVPDC WIP PROJECT FOCUS AND PROGRAM DELIVERABLES

(A corresponding timeline will become contract Attachment C, Milestone Table).

This is Draft document and represents a preliminary CVPDC 2020 Scope of Work. The items listed have been developed through a combination of factors that include: 1) activities from the April – October 2019 DEQ PDC project work scope; 2) CVPDC area stakeholder comments; and 3) incorporating CVPDC area Input Deck and Program recommendations. It is anticipated that adjustment to the final Scope of Work, to reflect removal, editing, or new projects, will be required. Lastly, the CVPDC Scope of Work does not constitute locality approval.

Activity 1: Facilitation of Chesapeake Bay Phase III WIP implementation with localities and regional partners

The CVPDC will execute programs and projects that directly engage localities, local, regional and state stakeholders regarding Bay WIP III programmatic actions and implementation activities. Program activities will be focused on activities that impact the regions urban sector.

Program Activities

- a) Develop an annual Scope of Work that will guide staff and program initiatives. Any adjustments will be submitted to DEQ for approval.
- b) Host and facilitate at least four (4) CVPDC Watershed Advisory Group (WAG) meetings to: review Work Program and Input Deck activity status; review local, regional, or state WIP program activities or policy information; execute WIP Work Program activities. Meetings will be announced, open to the public, and meeting summaries provided on the CVPDC website.
 - Initiate review of local plans and ordinances to review for consistency in execution of Input Deck BMP activities.
- c) Continue to work with local partners, including localities, partner agencies, and local engineering community, to develop cost estimates and budget estimates for implementation of Bay Program-approved BMP projects. Sub activities:
 - Host a meeting with varying locality departments (public works, water resources, engineering) to review DEQ CAST BMP practice cost allocations, record local comments, suggestion on local costs.
 - Develop a draft project WIP activity reporting document.
- d) Continue to work with localities to compile relevant GIS data updates from area stakeholders.

- e) Participate with other Bay-area PDCs in the Urban Sector Group to share best practices, advance DEQ and Chesapeake Bay WIP III Implementation Goals, establish coordinated DEQ program responses and goal development, and facilitate watershed-wide program and project initiatives.
- f) Share information with localities, local stakeholders on state, federal, and private BMP implementation funding opportunities.

Activity 2: Development and distribution of implementation tools and resources

The CVPDC will initiate activities that advance outreach and education elements fostering local stakeholder participation in watershed and land use protection and the connection to the Chesapeake Bay Phase III WIP implementation.

Program Activities

- a) Maintain, within the CVPDEC website, a section dedicated to watershed, Chesapeake Bay, land use protection. Develop a section with special emphasis on local actions that can be taken by homeowners, businesses, organizations.
- b) Include, as a regular feature, an environmental section in the CVPDC bi-monthly newsletter that is distributed throughout the region.
- c) Develop simple environmental messages for distribution via social media, news outlets, (to include as public service on locality sites), etc.
- d) Maintain/update/distribute to localities and other regional stakeholders a matrix of grant opportunities to advance identified priority projects.
- e) Assist, through coordination among multiple programs/projects (hazard mitigation, transportation, etc.), in identifying potential BMP-installation/implementation projects.
 - Review project list, with communication, to identify potential BMP implementation opportunities.
 - Establish a communication/program recordation methodology.
- f) Assist, as requested, localities in developing grant applications to implement watershed-scale projects.

Activity 3: BMP implementation reporting and liaison with DEQ

The CVPDC will continue to work with localities and local stakeholders to increase the efficiency and effectiveness of BMP reporting data.

Program Activities

- a) In partnership with DEQ and Bay PDCs, facilitate BMP tracking and reporting training. Focus on needs as identified in the BMP Reporting & Tracking Survey.
- b) Hold a meeting with local stakeholders to review/discuss primary differences between local BMP reporting protocol and the DEQ BMP Warehouse.
- c) Continue to coordinate with local Virginia Department of Health (VDH), SWCDs and local governments stakeholders to implement the program recommendations from the FY2019 Septic Reporting recommendations.
 - Hold a reporting pilot test pilot period to gauge participation, program adjustments.

Activity 4: CVPDC Phase III WIP Programmatic Actions Implementation

Initiate specific activities to execute programs, projects or policies as articulated in the CVPDC submitted Phase III WIP Programmatic Action Template. Activities focus on those activities, as established through local stakeholder vetting, that advance BMP programmatic actions and implementation activities.

Program Activities

- a) Establish a process to increase street sweeping reporting and advance the value in reporting, environmental impact to local, regional, state stakeholders.
 - Develop survey with localities, VDOT to review current methodologies. Hold a reporting pilot test pilot period to gauge participation, program adjustments.
- b) Evaluate ways to keep nutrient trading within the CVPDC region to target BMP implementation within identified sensitive areas.
 - Facilitate communication among local, regional, PDCs, state stakeholders, to facilitate locally managed nutrient credits.
- c) Seek program funding to execute a CVPDC non-regulated sensitive area GIS evaluation to identify key protection areas to create a map to target BMP-mitigation/trading areas.

- d) Support activities that expand BMP practice, especially new practices, installation and maintenance.
- Host BMP methodologies training to local contractors on installation and maintenance requirements, best practices to increase use, decrease the implementation costs, and ensure proper long-term maintenance and effectiveness.
 - Provide BMP education, to include post-construction maintenance needs, to property owners.
- e) Assist localities, as requested, in maintaining practices, such as septic reserves, as requested that support Bay, local watershed, nutrient/water quality goals.

Activity 5: Project Administration

Program Activities

- a) Submit an interim CVPDC project report and initial reimbursement request.
- b) Submit the final CVPDC contract report and final reimbursement request.