

## Phase 3 Watershed Implementation Plan (WIP) Planning and Progress Template

Green - action has been completed or is moving forward as planned    
 Yellow - action has encountered minor obstacles    
 Red - action has not been taken or has encountered a serious barrier

Action #	Description	Performance Target(s)	Responsible Party(ies) and Partnerships	Geographic Location	Expected Timeline	Potential Implementation Challenges or Recommendations	Resources Available		Resources Needed		Annual Progress to Date (2021)
							Technical	Financial	Technical	Financial	
<b>Priority Initiative 6: Education and Outreach</b>											
6.1	Provide support to other action teams with development of supporting education and outreach materials		Educ. Action Team	Countywide	On-going	Consolidate existing materials (incl. CAP-specific materials developed by DEP)  Build coalitions with existing partners and entities (WPC, ACB, etc.)			Material and content development	\$3,000	2021: Press releases were issued to highlight multiple efforts (direct and indirect ties to the CAP). Team is currently developing one page outreach materials for certain BMPs to assist other teams.
6.2	Develop, implement, and manage a website with CAP supporting information specific to Bedford County		Educ. Action Team, CAP Coord.	Countywide	Early 2021 and beyond	Long-term website management	Website secured		Website, social media platforms development	\$8,000 (+\$2,000 annually for support)	2021: Development and implementation was highly dependent on the EE grant. The current back-up plan is a self-posted sub-webpage on the BCCD website with links from other county websites.
6.3	Provide oversight and guidance for the Bedford CAP Communications Plan		Educ. Action Team, CAP Coord.	Countywide	Game plan by early 2021 (followed by imp.)	Develop "re-imagined" outreach approaches and messages  Determine additional needs, focus areas, etc. for improved messaging					2021: Centerpiece of the plan was a website and assistance with messaging from WWTW. One-on-one engagements, press releases, etc. continue.
6.4	Legislator and local government engagement		Educ. Action Team, BCCD, BCPC	Countywide	On-going	Build legislator coalition for long-term support  Consider assignment matrix					2021: A few local supervisors have been receptive to efforts and appear to understand the big picture and needs. BCPC personnel continue to promote efforts and needs with commissioners.

6.5	Organize and facilitate general engagement activities		Educ. Action Team	Countywide	Game plan by early 2021 (followed by imp.)	Bedford Fair, Farmer's Market, Bedford Chamber, "Legislator's Breakfast", Home & Garden Show, etc.  COVID restrictions  Generate inventory and matrix for events					2021: Several engagements have been conducted, or CAP-related messaging was involved (e.g. Bedford Fair). However, numerous events have been postponed or cannot go forward (e.g. Home and Garden Show) due to COVID restrictions.
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### Phase 3 Watershed Implementation Plan (WIP) Planning and Progress Template

**Each county-based local area will use this template to identify:**

1. Inputs – These are both existing and needed resources, public and private, to implement the identified priority initiative. These include both technical and financial resources, such as personnel, supplies, equipment and funding.
2. Process – what is each partner able to do where and by when. These are the action items listed under each priority initiative.
3. Outputs and outcomes – both short and long-term. These are the priority initiatives identified by each county. The performance targets are the intermediate indicators that will measure progress.
4. Implementation challenges – any potential issues or roadblocks to implementation that could impede outputs and outcomes.

**Asterisk:** Place an asterisk next to the action number(s) for action items that appear in both the County Planning and Progress Template and the Programmatic Recommendations Template.

**For each Priority Initiative or Program Element:** Use the fields, as defined below, to identify the inputs and the process that will be followed to achieve each priority initiative. This is the “who, what, where, when and how” of the plan:

**Description** = What. This may include programs that address prevention, education, or as specific as planned BMP installations that will address the Priority Initiative. A programmatic or policy effort will require some ability to quantify the anticipated benefits which will allow calculation of the associated nutrient reductions.

**Performance Target** = How. This is an extension of the Description above. The Performance Target details the unique BMPs that will result from implementation of the Priority Initiative and serves as a benchmark to track progress in addressing the Priority Initiative. Performance Targets may be spread across multiple Responsible Parties, Geographies, and Timelines based on the specifics of the Initiative.

**Responsible Party(ies)** = Who. This is/are the key partner(s) who will implement the action items through outreach, assistance or funding, and who will be responsible for delivering the identified programs or practices.

**Geographic Location** = Where. This field identifies the geographic range of the planned implementation. This could extend to the entire county or down to a small watershed, based on the scale of the Priority Initiative, range of the Responsible Party, or planned funding/resources. *NOTE: Resource limitations alone should not limit potential implementation as additional funding may become available in the future.*

**Expected Timeline** = When. Provide the expected completion date for the planned activity. This should be a reasonable expectation, based on knowledge and experience, that will aid in tracking progress toward addressing the Priority Initiative.

**Resources Available: Technical & Funding** = This field will note technical and financial resources secured/available to implement the program (Description). This is the total of the resources identified in the County Resources Inventory Template below allocated to the priority initiative as a whole; or, if available, to each action.

**Resources Needed: Technical & Funding** = This field will note technical and financial resources needed/outstanding to implement the program (Description). This is the total of the additional resources projected and identified as needed in the County Resources Inventory Template below allocated to the priority initiative as a whole; or, if possible, to each action.

**Potential Implementation Challenges/Issues** = This field will note challenges and issues that may delay program implementation (Description).