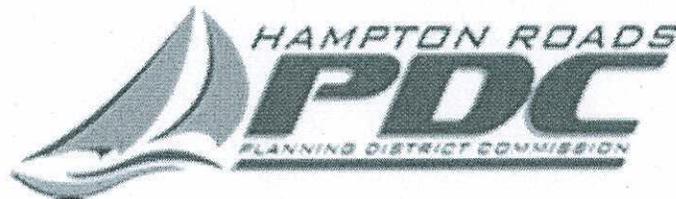


Agenda Item 9G Supplemental Information

Hampton Roads Watershed Roundtable Grant Authorization

Hampton Roads Planning District Commission



January 17, 2013

HAMPTON ROADS WATERSHED ROUNDTABLE 2013 Scope of Work

Overview

This project involves continuing the activities of the Hampton Roads Watershed Roundtable. Through funding from DCR, the HRPDC expanded the Lower James River (Hampton Roads) Roundtable concept into the Hampton Roads Watershed Roundtable in FY 2009. The Roundtable brings together business, agriculture, trade associations, housing associations, and environmental and citizens groups in an open forum that promotes discussion of regional water quality issues and provides an opportunity for consensus building among these diverse groups. HRPDC views the Hampton Roads Roundtable as a way to bring together local governments and private entities to address water quality issues facing the region.

As specified in the application materials the work program for the Hampton Roads Roundtable in 2013 will include a focus on the Chesapeake Bay TMDL and associated support activities. Special emphasis will be placed on bringing non-government representatives together with local government staff to explore strategies to implement the requirements of the Chesapeake Bay TMDL.

Proposed Activities

Functions: Education, capacity building, information exchange on experience with various programs and activities and dialogue among the private and public sectors.

Meetings: Four Roundtable meetings will be held with financial support from this contract. Meeting locations and times will be determined based on input from participants to maximize participation.

Topics to be addressed will include, but are not limited to: the Chesapeake Bay TMDL; water quality issues, including TMDLs; and other state and regional environmental issues.

Outreach: A major focus of the Roundtable will be Chesapeake Bay TMDL outreach to citizens and businesses. Efforts will include collaboration with the environmental education and outreach campaign askHRgreen.org, participation in the spring 2013 Great American Cleanup and the writing of content about the Chesapeake Bay TMDL for the annual publication of *Green Living* - a comprehensive guide to living a greener life in Hampton Roads.

Timeline

Roundtable meetings will be held in March, September and December of 2013. The annual meeting will be held in June of 2013.

Budget Narrative

The Hampton Roads Planning District Commission acts as a consultant to the Department of Conservation and Recreation in facilitating and managing the Hampton Roads Watershed Roundtable. The Roundtable itself is primarily a nongovernmental group representing agriculture, citizen groups, commercial and industrial entities, development organizations, and environmental organizations. Representatives of state, federal, local and regional governmental organizations participate in the regional environmental process through the HRPDC Joint Environmental Committee. When appropriate, the two groups will meet jointly, with HRPDC staff acting as the liaison between them. This contractual project provides the primary financial support to the functioning of the Roundtable. Work activities include:

- Solicitation of nongovernmental participation in the Roundtable;
- Staff and other logistical support for one annual meeting and three standard roundtable meetings;
- Technical support in developing information to respond to requests from Roundtable members;
- Facilitation of Roundtable meetings;
- Preparation of agendas and other supporting materials;
- Documentation of the deliberations of the Roundtable; and
- Preparation of reports to the HRPDC and other agencies documenting Roundtable input and recommendations, when appropriate.

The total cost of the essential components of the Roundtable effort for 2013 is anticipated to be \$8,000. Expenses, primarily personnel and related costs and meeting support, associated with these activities are documented on a quarterly basis.

The Roundtable effort for 2013 will benefit from three supplementary components. The total cost of the supplementary components is anticipated to be \$4,000. The components are:

- Participation in the Great American Cleanup;
- Coordination of Chesapeake Bay TMDL outreach with regional environmental education and outreach campaign, askHRgreen.org; and
- Contribution of content targeted towards residents and businesses regarding the Chesapeake Bay TMDL in the annual publication of *Green Living*.

Roles and Relationships

The Hampton Roads Roundtable will continue to provide stakeholder input to the HRPDC technical staff committees and to the Hampton Roads Planning District Commission, which is the regional planning policy entity. The technical committees will continue to provide technical input and recommendations to the Hampton Roads Planning District Commission, the local governing bodies, and the state. The HRPDC staff will continue to facilitate the