**Chesapeake Bay Program**

Goal Implementation Team Management Strategy Development Support Request

Areas of Contractor Support Available

1. Drafting and technical review of management strategy narratives and descriptions.
2. Agenda development, convening, and note-taking for GIT or workgroup planning sessions and meetings related to management strategy development.
3. Facilitation of GIT or workgroup meeting planning sessions and meetings related to management strategy development.  Meetings may be held throughout the Chesapeake Bay watershed. Facilitation support does not include formal note-taking, which may be requested separately.
4. Development of options for management strategy performance metrics, including:
   1. Availability of data
   2. Cost of generating new data in the case of data gaps
   3. Estimates of the time needed to develop new data and metrics
5. Analysis of resources needed for and estimated benefits to be achieved by activities being considered for inclusion in selected management strategies.
6. Analysis of environmental response to activities being considered for inclusion in management strategies.

Support Request

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| 1. GIT/Workgroup requesting support |
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| 1. Contact person and information for this request |
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| 1. Has this request been approved by the GIT/Workgroup chair? |
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| 1. Task number under which the work is requested (please use the numbering above) |
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| 1. Chesapeake Bay Watershed Agreement goal and outcome supported by this request |
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| 1. Please provide a short description of the specific work being requested. |
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| 1. If this request is for meeting support, please identify the purpose of the meeting, estimated number of attendees, organizations/stakeholders engaged, and the date, location, and duration of the meeting. |
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| 1. If this request is for management strategy analysis (items 4 and 5 above), please identify the specific output requested (report, memo, other) and deadline for output delivery. |
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| 1. Please acknowledge that the EPA Work Assignment Manager (Kevin DeBell) must be copied on all communications with the contractor and that only the WAM may assign work to the contractor. |
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