

**Chesapeake Bay Program**  
**Enhance Partnering, Leadership and Management Goal Implementation Team**  
**2024 DRAFT Work Plan**

**Mission Statement:** The Enhance Partnering, Leadership, and Management Goal Implementation Team assists in continuously improving the operations of the Chesapeake Bay Program partnership by providing guidance on governance and accountability; ensuring that adaptive management practices are in place and implemented; engaging, developing, and supporting local leaders; and advancing the efficient and transparent use of financial resources.

**Comments from the Workgroup:**

**Vision Statement:** To provide an innovative strategic framework necessary for the Chesapeake Bay Program partnership to be the watershed restoration leader by achieving the goals and outcomes of the Chesapeake Watershed Agreement.

**Comments from the Workgroup:**

Work Plan Actions					Comments from the Workgroup:
<div>Green - action is moving forward as planned    Yellow - action has encountered minor obstacles</div> <div>Red - action has not been taken or has encountered a serious barrier    No Color - action has been completed</div>					
Action #	Description	Performance Target(s)	Responsible Party	Expected Timeline	
Work Theme #1: Evaluation and Adaptive Management					
1.1	Strategy Review System	Implement improvements to the SRS Process in response to the Biennial Meeting. <ul style="list-style-type: none"><li>List steps planned for follow-through</li></ul>	SRS Planning Team with input and assistance from GIT 6 Members, Management Board, STAR, STAC, GIT Chairs, Coordinators and Staffers.	Ongoing	
		Support Goal Teams and associated workgroups in preparation for, and follow-up from, Quarterly Progress Meetings, through adaptive management points of contact, check-in meetings with the		Ongoing	

		SRS Planning Team, STAR “dry runs,” and by tracking the actions and decisions made by Management Board at Quarterly Progress Meetings.			
1.2	Completing the Decision Framework	Discuss with SRS Planning and GIT 6 for ideas on additional activities			
1.3	Independent Evaluator	<p>Required by CBARA. PSC may still act. PSC commented NAS would be appropriate but no \$s available at that time. Be at the ready – NAS?</p> <ul style="list-style-type: none"> <li>Look to post-Beyond 2025 for ideas/recommendations for program evaluation</li> </ul>			
Work Theme #2: Enhancing/Improving the Partnership’s Functionality					

2.1	CBP Organizational Analysis (item “On Hold” pending input and approval by CBP Director).	Develop a draft “best practices” guide for checking the health of an organizational entity. <ul style="list-style-type: none"> <li>Self-evaluation</li> </ul>	TBD	TBD (check on with GIT)	
		Revise Culture of Trust Data Collection and Communication Plan to reflect comments and feedback received. Add these actions in the 2023 Workplan: <ul style="list-style-type: none"> <li><b>GIT 6 Coordinator</b> will contact <b>STAC Coordinator</b> about getting a few social scientists to review the Plan and distribute the survey. <b>Complete</b></li> </ul>	Greg Allen and GIT 6 Staffer	TBD	

		<ul style="list-style-type: none"><li>• Revise Data Collection and Communication Plan <i>Complete</i></li><li>• STAC invited review <i>Complete</i></li><li>• After Plan is revised, brief Management Board Chair and present to Management Board for approval</li><li>• Distribute survey via CBP SurveyMon key account and implement the data collection plan.</li><li>• Anticipate questions like: How did you decide on</li></ul>			
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		<p>“trust” as a measure that we wanted to start with? What happens when you get the results? What can partners expect as follow-ups?</p> <ul style="list-style-type: none"> <li>• Add a response section to the survey</li> </ul>			
2.2	Local Leadership Workgroup	Continual completion of activities listed in the Local Leadership logic and action plan.	Local Leadership Workgroup leadership and members	Ongoing	
		Provide quarterly updates to GIT 6.	Local Leadership Workgroup leadership	Ongoing	
2.3	Budget & Finance Workgroup	Draft and implement 2023 work plan.	Budget & Finance Workgroup leadership and members	Initial draft workplan in need of update	
		Provide quarterly updates to GIT 6.	Budget & Finance Workgroup	Ongoing	

			leadership		
<b>Work Theme #3: GIT 6 Administration</b>					
<b>3.1</b>	Governance Document	Finalizing and publishing the next version in Fall 2022.	Governance Document Action Team	Complete	
		Maintain running log of suggested edits to current Governance Document.	GIT 6 Staffer	Ongoing	
		Continue to address the issues on the log of edits for possible 2023 revision.	Governance Document Action Team	Ongoing	
<b>3.2</b>	GIT 6 Membership	<ul style="list-style-type: none"> <li>Reconcile current membership criteria with DEIJ Action Plan.</li> <li>Present update of criteria and list to GIT 6 at the Spring 2023 Quarterly Meeting.</li> </ul>	Greg Allen and GIT 6 Staffer	Ongoing	

DEIJ Implementation Plan: GIT6 Lead						
Description	Lead	Support	Timeframe	Status (Y, P, N)	Resources, Tools, Notes	Expected Timeline
Explore using the SRS to establish process for incorporating language based on DEIJ Statement into the Management Strategies.	SRS Team, GIT 6, Diversity Workgroup	Management Board	Short-term	This recommendation was adapted and included in the Diversity Workgroup logic an action plan. The workgroup wrote they would work with the SRS Team to explore using the SRS process to incorporate this language. However, to date the workgroup has not made any progress on this. Following language added to the SRS Narrative Analysis: "What steps are you taking, or do you recommend, to ensure your actions and work will be equitably distributed and focused in geographic areas and communities that have been underserved in the past?"	Note: Work with SRS Team to explore building criteria, questions, factors, etc. into the SRS process that could help guide Goal Implementation Teams and Workgroups as they assess Management Strategies and develop Logic and Action Plans. Note: Consider providing examples of language based on DEIJ Statement (Action 1.1) for incorporation in all Management Strategies. Note: Management Board to initiate at quarterly review.	



Following the adoption of the DEIJ Statement, update language in the <b>Governance and Management Framework document</b> to include a) explicit diversity goals for each group in their “Leadership and Membership” sections, b) language describing the role and impact of DEI and EJ considerations in the “Process for Decision Making” section, c) mechanisms for raising and addressing DEIJ issues, and d) a priority on developing long-term relationships with organizations run by and primarily serving underrepresented communities (in addition to, and distinct from organizations that engage underrepresented communities but are not led by representatives of these communities.)	<b>GIT 6</b>	Management Board, Diversity Workgroup, DEIJ Coordinator	Short-term, Annually	As part of their contract with the CBP, Skeo Solutions reviewed and provided suggested edits to the Governance Document. The suggested edits were presented to the GIT6 on December 16th.	Note: Lead is Governance Document Action Team. Note: Where appropriate, include term limits for volunteers and appointees to allow space for new voices. Note: Where appropriate (e.g., Process for Decision Making), establish and clearly outline the criteria for meaningful relationships with underrepresented communities. Refer to the Jemez Principles to inform criteria.	
Following the adoption of the DEIJ Statement, consider updating language in the <b>Advisory Committee by-laws</b> to reflect the values, goals, and commitments articulated in the DEIJ Statement.	Advisory Committees , <b>GIT 6</b>	Management Board, DEIJ Coordinator, Diversity Workgroup	Annually		Note: Where appropriate, include term limits for volunteers and appointees to allow space for new voices. Consider providing seats within each advisory committees for individuals from underrepresented communities. Review the process by which members are elected to advisory committees Note: Where appropriate, establish and clearly outline the	

**Updated 1/30/2024**

					criteria for meaningful relationships with underrepresented communities. Refer to the Jemez Principles.	
Develop a list of documents and guidance where this language could be updated.	<b>GIT 6</b> , DEIJ Coordinator	CBPO Grants Team, Grant Making Organizations, Diversity Workgroup	Short-term			
Develop suggested template language, which can be tailored to each document (may reference the DEIJ Statement).	<b>GIT 6</b> , DEIJ Coordinator	CBPO Grants Team, Grant Making Organizations, Diversity Workgroup	Short-term			
Evaluate language annually for any changes needed based on lessons learned.	<b>GIT 6</b> , DEIJ Coordinator	CBPO Grants Team, Grant Making Organizations, Diversity Workgroup	Annually			
Identify specific decision-points and other milestones within the <b>GIT workplans and other governance and management processes</b> where underrepresented groups can influence the development and implementation of the Chesapeake Bay Watershed Agreement.	<b>GIT 6</b> , SRS Team, Management Board	Goal Implementation Teams, Workgroups, Advisory Committees	Short-term		Note: Review SRS process and consider where engagement with underrepresented groups could be formalized into the SRS.	
Review and update <b>SRS process documentation (i.e., Narrative Analysis, Logic and Action Plan, and Plan Presentation)</b> and/or develop an <b>evaluation template for GITs</b> to use	SRS Team, <b>GIT 6</b> , Management Board	Diversity Workgroup, DEIJ Coordinator	Short-term	Following language added to the SRS Narrative Analysis: "What steps are you taking, or do you recommend, to ensure	Tool: Diversity Workgroup "Cultural Audit" tool. Research and tools developed under Action 3.2.b.,	

<p>during the next workplan update cycle to (1) explicitly consider the equitable distribution of benefits and improvements and (2) to explicitly consider the reduction of disproportionate adverse environmental impacts.</p>				<p>your actions and work will be equitably distributed and focused in geographic areas and communities that have been underserved in the past?" As part of their contract with the CBP, Skeo Solutions has developed a template for incorporating DEIJ considerations into GIT workplans. This template, however, was not specifically created to evaluate the eight priority outcomes identified by the Diversity Workgroup in 2015. Instead it is broader and applicable to all outcomes.</p>	<p>including the Chesapeake Bay Environmental Justice and Equity Dashboard. Note: To extent possible, seek input on template (if created) from communities of color and other underrepresented groups.</p> <p>Need to consider jurisdiction regs, policies, programs for this to have impact.</p>	
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