

**Scope of Service
 Virginia Chesapeake Bay Watershed
 PDC Locality Implementation Program**

A. CONTACT INFORMATION

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Project Title:	Chesapeake Bay Watershed PDC Locality Implementation Program		
Localities represented:	Culpeper, Fauquier, Madison, Orange, and Rappahannock counties		
Contract Period:	Start: October 1, 2019	Interim Report Due: June 30, 2019	End: Sept 30, 2020
DEQ Project Manager:	Daniel Moore / Susan Hale	CBRAP Federal Funds:	\$52,000
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B. PROJECT OVERVIEW

To be developed by DEQ

C. PROJECT METHODOLOGY AND DELIVERABLES

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

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

The PDC will continue to engage localities, and other local, regional and state partners regarding Bay WIP III programmatic actions and implementation activities. The PDC will focus primarily on liaison activities relevant to the urban sector.

Deliverables

- a) Development of a regionally-specific annual Scope of Work (modeled after the draft developed by TJPDC titled, Local Area Watershed Implementation Plans Sustainability Program) for implementation for fiscal year 2021 should on-going funding for this initiative be realized. (by June 30, 2020)
- b) Host and facilitate RRRC’s Land Use and Environment Committee meetings on a quarterly basis, including Chesapeake Bay-related topics and updates on state,

- local and regional WIP implementation. This will serve as the main stakeholder committee for completion of contract deliverables. It includes a broad cross-section of stakeholder groups including but not limited to localities, Virginia Department of Health, Virginia Department of Forestry, Virginia Cooperative Extension, Soil and Water Conservation Districts, Friends of the Rappahannock, and Piedmont Environmental Council. Meetings are also open to the public.
- c) Update RRRRC Commissioners and local boards on progress of key contract deliverables and other key Bay- related issues as needed. (by September 30, 2020)
 - d) Continue to work with localities and other partner organizations to develop cost estimates and potential budgets for implementation of Bay Program-approved BMP projects and to identify opportunities to align multiple program needs. (by September 30, 2020)
 - e) Continue to work with localities to compile and submit to DEQ relevant local GIS data as local/regional updates occur. (as available)
 - f) Collaborate with other Bay PDCs as part of the urban sector network group. Coordinate meetings and/or teleconferences with other Bay PDCs to discuss BMP implementation process and efforts to assist unregulated (non MS4) communities. (by September 30, 2020)
 - g) Share information with localities on state, federal, and private BMP implementation funding opportunities. (as available)
 - h) Participate in Virginia's Chesapeake Bay Stakeholders Advisory Group, Rappahannock River Basin Commission Technical Advisory Committee, and Chesapeake Bay Program Local Leadership workgroup. Relay key information to localities and regional partners. (by September 30, 2020)
 - i) Assist the Friends of the Rappahannock in implementation of its 2019 NFWF Small Watershed Grant should it be awarded, by providing \$5000 of in-kind RRRRC staff time. Specifically, RRRRC staff will assist with the portion of the project that seeks to implement 15+ acres of urban suburban tree planting (Forest buffer, Forest Planting, and/or Tree Canopy) and 50+ acres with a no fertilizer pledge or urban nutrient management plan.

Activity 2: Development and distribution of implementation tools and resources

The PDC role is for contract-related work that produces outreach and education elements fostering local stakeholder participation in Chesapeake Bay Phase III WIP implementation; and the region-wide dissemination of, and assistance with, tools, collaboration with stakeholders and other partners, and leadership for regional strategies, programmatic actions and planning goal implementation.

Deliverables

- a) Update the RRRRC's Bay TMDL marketing information and web page as needed, and develop new materials as requested by localities. (by September 30, 2020)

- b) Update the Rappahannock-Rapidan Homeowner's Guide to a Watershed-friendly Backyard, which provides information on stormwater management, urban nutrient management, septic system maintenance, and pet waste management, including contact information and links to additional resources. (by March 30, 2020)
- c) Work with localities and other regional stakeholders to update the matrix of potential grant project priorities for the region with total project costs, potential funding sources, partners, application deadlines and any other critical information. (by September 30, 2020)
- d) Support local governments with grant writing assistance as opportunities arise based on local government needs. (as available)

Activity 3: BMP implementation reporting and liaison with DEQ

The PDCs identified needs with existing BMP project reporting procedures during the Phase III WIP development process. This section begins to address and improve many aspects of reporting mechanisms for data on implemented BMPs.

Deliverables

- a) Host a training webinar in cooperation with DEQ to assist localities staff, and other agencies as needed (e.g., SWCD, local departments of health) on BMP training needs identified in the survey conducted during the previous contract year. (as determined by DEQ)
- b) Continue to participate with the Virginia Department of Health (VDH), SWCDs and local governments to develop a process to capture and track septic tank pumpouts and report to DEQ's BMP Warehouse common reporting forms. (by September 30, 2020)

Activity 4: Healthy Watershed Forest Initiative Implementation

The Healthy Watershed Forest Initiative is a joint effort of the Rappahannock River Basin Commission and the Virginia Department of Forestry that seeks to encourage forestland retention through policy, planning and market-based incentives. The initiative is currently in Phase III with one of RRRC's member jurisdictions, Orange County, participating as one of two pilot localities.

Phase III is divided into two main tasks. Task 1 involves pilot policy processes in Orange and Essex Counties to foster high quality forest and agricultural land retention drawing from the tool box of options identified in Phase II. The process in Orange County began with public input and then recommended revisions to the County's comprehensive plan, ordinances and policies. Orange County staff have reviewed the recommendations and discussed them with the Board of Supervisors and Planning Commission, who are now working to determine which recommendations to move forward with. Essex County's process is only beginning.

Task 2 seeks to develop and pilot long-term funding mechanisms that incentivize landowner action, facilitate economic development for the community, and attract large-scale private investment. One mechanism that is being developed involves carbon trading.

RRRC will assist in taking the results of the initiative and assisting Orange County and others of its member jurisdiction in implementation where interest exists.

Deliverables

- a) Continue to work with the Rappahannock River Basin Commission to update member localities and other partners on the Initiative and disseminate results when available. (as available from the River Basin Commission)
- b) Assist interested localities in implementing policy and ordinance recommendations of the Initiative. (as requested)
- c) Assist interested localities in setting up the policies and procedures for their Economic Development Authorities to act as aggregators to facilitate access for landowners to the worldwide carbon markets. (as requested)

Activity 5: Upper Rappahannock River Watershed Plan Development

RRRC will take the lead in beginning development of a watershed management plan for the Upper Rappahannock River, with a goal of better prioritizing BMP implementation. Stakeholders requested that RRRC develop such a plan during one of the region's WIP III stakeholder meetings, and made it one of the region's Programmatic Actions for WIP implementation. Stakeholders intend for the plan to be used to guide their WIP implementation.

Currently, various organizations hold pertinent data sets, much of it not in GIS format. RRRC would compile existing data and map it in GIS where feasible, allowing data sets to be overlaid with each other to aid in BMP planning decisions. Future phases may seek to fill data gaps (ie. hiring a consultant to assess stream corridor condition for areas not previously assessed), should additional funding be realized.

Deliverables

- a) Work with the region's stakeholders to develop a scope for the plan, and determine data needs (March 30, 2020)
- b) Gather data from partners on such topics as stream corridor condition, existing BMPs, land cover, local TMDLs, and floodplains. (September 30, 2020)
- c) Map data in GIS where feasible (September 30, 2020)

Activity 6: Project administration

Deliverables

- a) Submit the interim PDC contract report and initial reimbursement request. (by March 30, 2020)
- b) Submit the final PDC contract report and final reimbursement request. (by September 30, 2020)