

Date: August 7, 2017  
Project No.: 3

**COLORADO RIVER RECOVERY PROGRAM**  
**FY-2018-2019 PROPOSED SCOPE OF WORK for:**  
Program Director's Office Program Management

Reclamation Agreement number: R13PG40019  
Reclamation Agreement term: Oct. 1, 2012 – Sep. 30, 2017  
(new agreement to be established for Oct 1, 2017 – Sep 30, 2022)

Lead Agency: U.S. Fish and Wildlife Service  
Submitted by: Angela Kantola, P.O. Box 25486, Denver, CO 80225,  
303/236-9882  
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<u>Category:</u>	<u>Expected Funding Source:</u>
<input checked="" type="checkbox"/> Ongoing project	<input checked="" type="checkbox"/> Annual funds (including carry-over)
<input type="checkbox"/> Ongoing-revised project	<input type="checkbox"/> Capital funds
<input type="checkbox"/> Requested new project	<input type="checkbox"/> Other (explain)
<input type="checkbox"/> Unsolicited proposal	

I. Title of Proposal: Program Director's Office Program Management

II. Relationship to [RIPRAP](#): General Recovery Program Support Action Plan:

- VI.B. Train Recovery Program managers and researchers in media relations.
- VI.C. Plan and implement information and education and public involvement activities for all significant Recovery Program actions
- VI.D. Promote technical publication of study results.
- VI.E. Produce, distribute, and evaluate information and education products
- VI.F. Participate in development and circulation of interpretive exhibits about the Recovery Program and the endangered fish.
- VI.G. Maintain Recovery Program technical library and library web page.
- VII.A.1 Assure consistency of RIPRAP with currently approved recovery plans
- VII.A.2. Recognize the role of the Upper Colorado River Recovery Program in revised recovery plans.
- VII.A.3 Update, refine, and prioritize recovery actions (RIPRAP) annually.
- VII.A.5.d.(1) Update recovery goals and then revise recovery plans.
- VII.A.5.e. Conduct species status review every 5 years.
- VII.A. 6. Identify elements of conservation plans to ensure long-term management and protection following delisting.
- VII.A.7 Monitor and assess Recovery Program accomplishments annually.
- VII.A.8 Develop biennial work plan to address priority needs.
- VII.B Actively participate in Recovery Program committees and secure funding for annual work plan and larger projects.
- VII.C Manage, direct, and coordinate Recovery Program activities.

### III. Study Background/Rationale:

Section 3.3 of the [1987 Recovery Program “Blue Book”](#) called for appointment of a Program Director (Fish and Wildlife Service employee) to serve as the staff person to the Implementation Committee (USFWS, 1987). The mission of the Program Director and staff is to ensure timely and effective planning, implementation, coordination, and administrative support of the Recovery Program. An organizational review in 1994 increased the Program Director’s responsibilities and staff to implement and administer the Recovery Program (USFWS, 1994). Current Program staff are:

- Program Director (Tom Chart, [tom\\_chart@fws.gov](mailto:tom_chart@fws.gov))
- Angela Kantola, Deputy Program Director ([Angela\\_Kantola@fws.gov](mailto:Angela_Kantola@fws.gov))
- Don Anderson, Service Hydrologist ([Donald\\_Anderson@fws.gov](mailto:Donald_Anderson@fws.gov))
  - Don is not funded through this scope of work, but is funded through SOW 19. As the Service’s hydrologist for Recovery Program activities, he coordinates certain projects under the instream flow recovery element. Don also helps coordinate fish passage and screen activities.
- Tom Czapla, Propagation/Genetics and Research/Monitoring Coordinator ([Tom\\_Czapla@fws.gov](mailto:Tom_Czapla@fws.gov))
- Melanie Fischer, Information, Education, and Public Involvement Coordinator ([Melanie\\_Fischer@fws.gov](mailto:Melanie_Fischer@fws.gov))
- Kevin McAbee, Nonnative Fish Coordinator ([Kevin\\_McAbee@fws.gov](mailto:Kevin_McAbee@fws.gov))
- Julie Stahli, Data Manager ([Julie\\_Stahli@fws.gov](mailto:Julie_Stahli@fws.gov))
- Vacant, Administrative Officer (fill date TBD)

### IV. Study Goals, Objectives, End Product:

- A. Goal: To ensure timely and effective planning, implementation, coordination, and administrative support of the Recovery Program.
- B. Objectives: 1) coordinate and implement recovery activities; 2) conduct Program planning and evaluation; 3) manage Program budget; 4) provide staff assistance to Program committees; and 5) direct and coordinate Service Recovery Program activities.
- C. End Products: See “Deliverables/Due Dates” under “FY-18 and FY 19 Work” in item VIII.

### V. Study area: Upper Colorado River Basin

### VI. Study Methods/Approach: Not applicable

## VII. Task Description and Schedule

### A. Program Director & Staff

1. Direct and coordinate implementation of recovery efforts as described in the RIPRAP and the Biennial Work Plan. (Ongoing<sup>1</sup>) Maintain tracking system of Program reports and due dates to insure timely accomplishment of Program objectives.
2. Conduct Program planning and evaluation.
  - a. Review and update the RIPRAP and document changes (including changes to the RIPRAP budget); submit recommended RIPRAP revisions to the technical, Management, and Implementation committees for review. (February)
  - b. Draft the [Biennial Work Plan](#) and submit to the technical, Management, and Implementation committees for review.
    - 1) Based on the revised RIPRAP, draft [Program Guidance](#) in odd years identifying priority activities that will provide the basis for formulating the Recovery Program's Biennial Work Plan (including recommendations for ongoing projects). Submit draft Program Guidance for review, revise as needed, and distribute final to Program participants and interested parties. (In even years, Program Guidance for any revised work may be issued.)
    - 2) Solicit and/or develop proposals and submit draft Work Plan to technical, Management, and Implementation committees for review and approval. Finalize the Work Plan and compile and distribute final Statements of Work and the Work Plan.
  - 3) Work with principal investigators and committees to modify scopes of work and work plan as changes require. (Ongoing.)
- c. Request, review, compile, and distribute [Recovery Program accomplishment reports](#) that describe the status and performance of Recovery Program projects, activities, and progress, and expenditure of Program funds. (Annually)
- d. Arrange independent peer review to ensure technical and scientific integrity of Recovery Program activities (study proposals, project reports, etc.).
- e. Provide annual [update of depletion consultations](#).

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<sup>1</sup> The approximate schedule for various work planning products is attached. This schedule is updated annually.

3. Monitor and track the Recovery Program budget. (Ongoing)
  - a. Develop (and revise as necessary) annual budget tables.
  - b. Develop and administer Interagency Agreements, Cooperative Agreements, contracts, etc., necessary to implement the Recovery Program.
  - c. Monitor payment and expenditure of "section 7 funds" in the National Fish and Wildlife Foundation account.
  - d. Calculate annual agency contributions and depletion charge increases.
  - e. Assist the Implementation and Management Committees in organizing the [annual Washington, D.C. trip](#).
  - f. Assist Reclamation and NFWF in tracking expenditure of long-term funding.
  
4. Provide staff assistance to the Recovery Program's Implementation and Management [committees](#). (Ongoing)
  - a. In coordination with the Committee chairs, prepare and distribute agendas and related documents in accordance with Recovery Program Meeting Rules (using the Program's electronic mailing list whenever feasible). Arrange for meetings and conference calls. Arrange for professional meeting facilitator, if needed.
  - b. Prepare and distribute meeting summaries in accordance with Recovery Program meeting rules (via Program electronic mailing list).
  - c. Maintain an administrative record of the Recovery Program including its committees and subcommittees (largely via Program website).
  - d. Assist committees in tracking and completing their duties and assignments.
  - e. Attend Implementation, Management, and Technical Committee meetings, as needed and practical (Coordinators, Program Director, and Deputy Program Director). Provide draft of Biology Committee meeting summary to Biology Committee chair.
  - g. Maintain Recovery Program [technical report library](#) and submit reports for inclusion in [CWCB laserfiche database](#).
  - h. Maintain electronic mailing lists for the Recovery Program
  - i. Develop, maintain, and update [web pages](#) to serve information to Program participants and the public.

5. Direct and coordinate Service activities related to the Recovery Program.
  - a. Complete species status reviews and [recovery goal](#) revision.
  - b. Administer funding for Service involvement in the Recovery Program.
  - c. Conduct monthly conference call with all Service offices involved with or affected by the Recovery Program.
  - d. Coordinate with and provide staff support to Service management on Program activities and issues.
  - e. Provide annual Recovery Data Call information to the Service.
6. Manage Program database.

B. Fish and Wildlife Service

1. Provide technical expertise and recommendations to the Biology Committee as requested (Grand Junction and Vernal field offices).
2. Participate in Biology committee meetings.

VIII. Deliverables, Due Dates, and Budget by Fiscal Year

FY-2018

Updated RIPRAP: Draft - February; Final - April  
 Program Guidance (additional FY 19 new starts and any *significantly* modified ongoing projects): Draft - February; Final - Aprils  
 Modifications to Work Plan for FY 19 Work: Draft - June, Final - September  
 Annual project progress reports: January  
 Meeting agendas: 2 weeks prior to meeting  
 Meeting summaries: within 10 working days after meeting  
 Washington, D.C. briefings: March  
 Depletion report: Annual

FY-2019

Updated RIPRAP: Draft - February; Final - April  
 FY 2020-2021 Program Guidance: Draft - February; Final - April  
 FY 2020-2021 Work Plan: Draft - June, Final - September  
 Annual project progress reports: January  
 Meeting agendas: 2 weeks prior to meeting  
 Meeting summaries: within 10 working days after meeting  
 Washington, D.C. briefings: March  
 Depletion report: Annual

Budget Notes: Unless otherwise noted, all positions are one year at full time. Salaries vary because of differences in benefits based on type of retirement system and health insurance coverage. FY19 budget requirements will be reviewed in late FY 18 and any adjustments brought to the Management Committee's attention at that time. Costs are based on FY18 totals and increased by 3% inflation /escalation rate.

	FY18	FY19	FY20	FY21	FY22
<b>Program Director (GS-14)</b>					
Weekly Total Salary & Benefits	\$3,504	\$3,659	\$3,732	\$3,824	\$3,990
<b>Annual Salary - 52 weeks</b>	<b>\$182,208</b>	<b>\$190,268</b>	<b>\$194,064</b>	<b>\$198,848</b>	<b>\$207,480</b>
Travel to ~15 various committee and planning meetings, and water user events annually (two in Salt Lake City, one in Las Vegas, others vary). Examples include Colorado River Water Users Association, Flaming Gorge and Aspinall operations.	\$9,751	\$9,899.50	\$ 10,048	\$10,196.50	\$10,345
Training (generally one supervisory training)	\$1,200	\$1,225	\$1,249	\$1,275	\$1,300
<b>Subtotal Travel &amp; Training</b>	<b>\$10,951</b>	<b>\$11,124.50</b>	<b>\$11,297</b>	<b>\$11,471.50</b>	<b>\$11,645</b>
<b>Total For Program Director</b>	<b>\$193,159</b>	<b>\$201,392.50</b>	<b>\$205,361</b>	<b>\$210,319.50</b>	<b>\$219,125</b>
<b>Deputy Program Director (GS-13)</b>					
Weekly Total Salary & Benefits	\$3,194	\$3,258	\$3,323	\$3,389	\$3,457
<b>Salary Subtotal - 52 weeks</b>	<b>\$166,088</b>	<b>\$169,416</b>	<b>\$172,796</b>	<b>\$176,228</b>	<b>\$179,764</b>
Travel to ~12 committee and planning meetings, and outreach events annually (one in Salt Lake).	\$7,054	\$7,155	\$7,256	\$7,357	\$7,458
Training (generally one supervisory training)	\$1,200	\$1,225	\$1,249	\$1,275	\$1,300
<b>Subtotal Travel &amp; Training</b>	<b>\$8,254</b>	<b>\$ 8,380</b>	<b>\$8,505</b>	<b>\$ 8,632</b>	<b>\$ 8,758</b>
<b>Total For Deputy Director</b>	<b>\$ 174,342</b>	<b>\$177,796</b>	<b>\$ 181,301</b>	<b>\$184,860</b>	<b>\$188,522</b>
<b>Administrative Officer (GS-7/9)</b>					
Weekly Total Salary & Benefits	\$1,535	\$1,566	\$1,597	\$1,629	\$1,662
<b>Salary Subtotal - 52 weeks</b>	<b>\$79,820</b>	<b>\$81,432</b>	<b>\$83,044</b>	<b>\$84,708</b>	<b>\$86,424</b>
Travel to ~1 committee meetings annually and ~1 outreach event annually	\$1101	\$1116	\$1131	\$1146	\$1161
Training (generally one budget training)	\$1,200	\$1,225	\$1,249	\$1,275	\$1,300
<b>Subtotal Travel &amp; Training</b>	<b>\$2,301</b>	<b>\$ 2,341</b>	<b>\$2,380</b>	<b>\$ 2,421</b>	<b>\$2,461</b>
<b>Total For Admin. Officer</b>	<b>\$ 82,121</b>	<b>\$ 83,773</b>	<b>\$ 85,424</b>	<b>\$ 87,129</b>	<b>\$ 88,885</b>

<b>Nonnative Fish Coordinator (GS-13) (Asheville, NC-based)</b>					
Weekly Total Salary & Benefits	\$2,639	\$2,706	\$2,829	\$2,900	\$3,030
<b>Salary Subtotal - 52 weeks</b>	<b>\$137,228</b>	<b>\$140,712</b>	<b>\$147,108</b>	<b>\$150,800</b>	<b>\$157,560</b>
Travel to ~6 committee meetings annually and to ~6 other meetings annually (nonnative fish, recovery planning, and others)	\$ 9,900	\$10,071	\$10,233	\$10,404	\$10,566
Training (generally one technical)	\$1,200	\$1,225	\$1,249	\$1,275	\$1,300
<b>Subtotal Travel &amp; Training</b>	<b>\$11,100</b>	<b>\$11,296</b>	<b>\$11,482</b>	<b>\$11,679</b>	<b>\$11,866</b>
<b>Total For NNF Coordinator</b>	<b>\$148,328</b>	<b>\$152,008</b>	<b>\$ 158,590</b>	<b>\$ 162,479</b>	<b>\$169,426</b>
<b>Data Manager (GS-12)</b>					
Weekly Total Salary & Benefits	\$2,071	\$2,113	\$2,155	\$2,198	\$2,242
<b>Salary Subtotal - 52 weeks</b>	<b>\$107,692</b>	<b>\$109,876</b>	<b>\$112,060</b>	<b>\$114,296</b>	<b>\$116,584</b>
Travel to ~8 committee and planning meetings, and ~1 data workshop annually (one in Salt Lake)	\$ 5,402.50	\$ 5,481	\$ 5,559.50	\$ 5,638	\$ 5,716.50
Training (generally one technical)	\$1,200	\$1,225	\$1,249	\$1,275	\$1,300
<b>Subtotal Travel &amp; Training</b>	<b>\$ 6,602.50</b>	<b>\$ 6,706</b>	<b>\$ 6,808.50</b>	<b>\$ 6,913</b>	<b>\$ 7,016.50</b>
<b>Total For Data Manager</b>	<b>\$114,294.50</b>	<b>\$116,582</b>	<b>\$118,868.50</b>	<b>\$ 121,209</b>	<b>\$123,600.50</b>
<b>Propagation/Monitoring Coordinator (GS-13)</b>					
Weekly Total Salary & Benefits	\$3,240	\$3,305	\$3,371	\$3,438	\$3,507
<b>Salary Subtotal - 52 weeks</b>	<b>\$ 168,480</b>	<b>\$171,860</b>	<b>\$175,292</b>	<b>\$ 178,776</b>	<b>\$ 182,364</b>
Travel to ~10 committee and planning meetings, and ~1 hatchery workshop annually (one in Salt Lake)	\$ 6,503.50	\$ 6,597	\$ 6,690.50	\$ 6,784	\$ 6,877.50
Training (generally one technical)	\$1,200	\$1,225	\$1,249	\$1,275	\$1,300
<b>Subtotal Travel &amp; Training</b>	<b>\$7,703.50</b>	<b>\$ 7,822</b>	<b>\$7,939.50</b>	<b>\$8,059</b>	<b>\$8,177.50</b>
<b>Total For P/M Coordinator</b>	<b>\$176,183.50</b>	<b>\$179,682</b>	<b>\$183,231.50</b>	<b>\$186,835</b>	<b>\$190,541.50</b>
<b>Information &amp; Education Coordinator (GS-11)</b>					
Weekly Total Salary & Benefits	\$1,966	\$2,068	\$2,137	\$2,218	\$2,290
<b>Salary Subtotal - 52 weeks</b>	<b>\$102,232</b>	<b>\$107,536</b>	<b>\$ 111,124</b>	<b>\$115,336</b>	<b>\$119,080</b>
Travel to ~2 committee meetings and ~5 outreach events annually (one in Salt Lake and one in Las Vegas)	\$ 5,449.50	\$ 5,534.50	\$ 5,619.50	\$ 5,704.50	\$ 5,789.50
Training (generally one human dimension training)	\$1,200	\$1,225	\$1,249	\$1,275	\$1,300
<b>Subtotal Travel &amp; Training</b>	<b>\$ 6,649.50</b>	<b>\$ 6,759.50</b>	<b>\$ 6,868.50</b>	<b>\$ 6,979.50</b>	<b>\$ 7,089.50</b>
<b>Total For I/E Coordinator</b>	<b>\$108,881.50</b>	<b>\$114,295.50</b>	<b>\$117,992.50</b>	<b>\$122,315.50</b>	<b>\$126,169.50</b>
<b>Total Salary and Travel</b>	<b>\$997,310</b>	<b>\$1,025,529</b>	<b>\$1,050,769</b>	<b>\$1,075,147</b>	<b>\$1,106,270</b>

<b>Program Director's Office Management</b>					
Computers and IT equipment	10000	10200	10404	10612	10824
Office supplies	5100	5202	5306	5412	5520
Printing (not in I&E Budget)	2000	2040	2081	2123	2165
Meeting room rentals	3000	3060	3121	3183	3247
Vehicle Use	12000	12240	12485	12735	12990
Postage	3000	3060	3121	3183	3247
Copier rental/supplies & telephone	6200	6324	6450	6579	6711
Office space (no charges)					
<b>Office Mgmt. Subtotal</b>	<b>\$41,300</b>	<b>\$42,126</b>	<b>\$42,968</b>	<b>\$43,827</b>	<b>\$44,704</b>
<b>USFWS Fish and Wildlife Conservation Office (FWCO) Involvement</b>					
<b>Grand Junction FWCO</b>					
Project Leader (GS-14) \$3,238 per week for 3 weeks	\$9,714	\$9,909	\$10,107	\$10,308	\$10,515
Fish Biologist (GS-11) \$2,112 per week for 3 weeks	\$6,336	\$6,462	\$6,591	\$6,723	\$6,858
<b>Green River Basin FWCO</b>					
Supervisory Fish Biologist (GS 12) \$2,434 per week for 3 weeks	\$7,302	\$7,449	\$7,599	\$7,752	\$7,908
Fish Biologist (GS 11) \$1,695 per week for 3 weeks	\$5,085	\$5,187	\$5,292	\$5,397	\$5,505
<b>USFWS FWCO Subtotal</b>	<b>\$28,437</b>	<b>\$29,007</b>	<b>\$29,589</b>	<b>\$30,180</b>	<b>\$30,786</b>
<b>FY TOTALS</b>	<b>\$1,067,047</b>	<b>\$1,096,662</b>	<b>\$1,123,326</b>	<b>\$1,149,154</b>	<b>\$1,181,760</b>

IX. Budget Summary:

	<b>FY 18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>
Director's Office Salary & Travel Subtotals	\$997,310	\$1,025,529	\$1,050,769	\$1,075,147	\$1,106,270
Office Management Subtotal	\$41,300	\$42,126	\$42,968	\$43,827	\$44,704
USFWS FWCO Subtotal	\$28,437	\$29,007	\$29,589	\$30,180	\$30,786
<b>SOW Total</b>	<b>\$1,067,047</b>	<b>\$1,096,662</b>	<b>\$1,123,326</b>	<b>\$1,149,154</b>	<b>\$1,181,760</b>

Cost share description between FWS and USBR:

	<b>FY 18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>
FWS Portion	\$943,992	\$380,278	\$385,165	\$388,615	\$398,103
USBR Portion	\$123,055	\$716,384	\$738,161	\$760,539	\$783,657
3% Indirect on USBR portion	\$3,692	\$21,492	\$22,145	\$22,816	\$23,510
<b>Total</b>	<b>\$1,070,739</b>	<b>\$1,118,154</b>	<b>\$1,145,471</b>	<b>\$1,171,970</b>	<b>\$1,205,270</b>

X. Reviewers: Angela Kantola, Deputy Program Director; Ellen Szczesny, FWS Budget Analyst.

XI. References:

[U.S. Fish and Wildlife Service. 1987. Final Recovery Implementation Program for Endangered Fish Species in the Upper Colorado River Basin.](#)

U.S. Fish and Wildlife Service. 1994. Recovery Program Organization, Mission, and Staffing Plan.

Process and Approximate Schedule FY 18-19 Recovery Program Work Planning (FY 2018: Planning for Second Year of FY 18-19 Biennial Work Plan)
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Approximate Date	Activity
(9/15	Final scopes of work for FY 16-17 Biennial Work Plan posted to Program website.)
10/1	Final FY 16-17 Biennial Work Plan budget summary distributed to Program participants.
11/13	FY 2015 project reports from principal investigators due to Program Director's Office.
1/15	Annual researchers' meeting held no later than this date.
2/1	Due from Program Director to technical committees (and their consultants and interested parties) and Management Committee: Draft RIPRAP assessment Draft revised RIPRAP; and Draft Program guidance (recommendations for any additional FY 17 new starts and any <i>significantly</i> revised ongoing, projects)
2/15	Technical committees' review/recommendations on draft RIPRAP assessment, draft revised RIPRAP and draft Program Guidance (additional FY 17 new starts and any <i>significantly</i> revised ongoing, projects) due to Management Committee.
2/28	Management Committee review/recommendations draft RIPRAP assessment, draft revised RIPRAP and draft Program Guidance (FY 17 new starts and any <i>significantly</i> revised ongoing projects) due to Implementation Committee (or IC may delegate approval to MC).
3/10	Implementation Committee approval by this date (if not delegated to MC).
3/15	Program Director issues final RIPRAP assessment, revised RIPRAP, FY 15 Program Guidance (for any additional FY 17 new starts and any <i>significantly</i> revised ongoing, projects), and updated FY 16-17 budget tables.
4/30	Scopes of work for any additional FY 17 new starts and any <i>significantly</i> revised ongoing projects due from principal investigators to Program Director. Coordinators work (with technical advisory panels and principal investigators) to review and refine these scopes.
6/20	Recommended FY 17 new starts, any <i>significantly</i> revised ongoing projects, and refined FY 15 budget table due from Program Director to technical committees.
7/15	Technical committees meet to discuss any recommended additional FY 17 new starts, any <i>significantly</i> revised ongoing projects, and FY 17 budget table.
7/20	Technical committees' review/recommendations on any recommended FY 17 new starts, any <i>significantly</i> revised ongoing projects, and FY 15 budget table due to Management Committee.
8/10	Management Committee meeting by this date to discuss (and approved if delegated by IC) any recommended FY 17 new starts, any <i>significantly</i> revised ongoing projects, and FY 17 budget table.
8/25	Any additional recommended FY 17 new starts, any significantly revised ongoing projects, and FY 17 budget table due to Implementation Committee (unless delegated to MC).
9/10	Implementation Committee approval by this date (unless delegated to MC).

Process and Approximate Schedule FY 18-19 Recovery Program Work Planning (FY 2019: Planning for First Year of FY 20-21 Biennial Work Plan)
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Approximate Date	Activity
(9/15	Final scopes of work for any new/significantly revised FY 17 projects distributed to Program participants.)
10/1	Final revisions to FY 17 Work Plan distributed to Program participants.
11/11	FY 2016 project reports from principal investigators due to Program Director's Office
1/15	Annual researchers' meeting held no later than this date.
2/1	Due from Program Director to technical committees (and their consultants and interested parties) and Management Committee: Draft RIPRAP assessment Draft revised RIPRAP; and Draft FY 18-19 Program guidance (including recommendations for new, ongoing, and ongoing-revised projects).
2/15	Technical committees' review/recommendations on draft RIPRAP assessment, draft revised RIPRAP and draft Program Guidance due to Management Committee.
2/28	Management Committee review/recommendations draft RIPRAP assessment, draft revised RIPRAP and draft Program Guidance due to Implementation Committee (or IC may delegate approval to MC).
3/10	Implementation Committee approval by this date (if not delegated to MC).
3/15	Program Director issues final RIPRAP assessment, revised RIPRAP and FY 18-19 Program Guidance.
4/30	All (new, revised, and ongoing) FY 18-19 technical scopes of work due from principal investigators to Program Director. Coordinators begin working (with technical advisory panels and principal investigators) to review and refine technical scopes of work and develop recommended FY 18-19 technical work plans.
6/20	Recommended FY 18-19 technical work plans and refined technical scopes of work due from Program Director to technical committees.
7/1	FY 18-19 Program management scopes of work due from agencies to Program Director.
7/15	Technical committees meet to discuss recommended FY 18-19 technical work plans drafted by Program Director.
7/20	Technical committees' review/recommendations on recommended FY 18-19 technical work plans due to Management Committee. Recommended FY 18-19 Program management work plan due from Program Director to Management Committee.
8/10	Management Committee meeting by this date to discuss recommended technical and Program management FY 18-19 work plans and approve projects for draft FY 18-19 Biennial Work Plan. (IC may delegate approval to MC.)
8/25	Draft FY 18-19 Biennial Work Plan due to Implementation Committee (unless delegated to MC).
9/10	Implementation Committee approval by this date (unless delegated to MC).