

## 2014 THREE YEAR WORKPLAN/PROGRAM GUIDANCE

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The goals of the 2014 Three Year Workplan/Program update include: 1) provide a format for watersheds to describe the current hypotheses that inform the recovery plan, the strategies based on those hypotheses, and to identify the near term actions needed for implementing the strategies; 2) allow for consistent documentation of changes to the Recovery Chapters (since 2005) among all chapter areas; 3) support the development of monitoring and adaptive management plans in all watershed chapter areas; and 4) allow for watershed chapter areas and the Puget Sound region (e.g. Puget Sound Partnership, Recovery Council and the Recovery Implementation Technical Team) to articulate priority activities for implementation.

This guidance is divided into two parts: **Part 1** provides a general format for the work plan/programs, including a spreadsheet, description of the Monitoring and Adaptive Management Framework, as well as questions for reviewers; **Part 2** provides general guidance for the three year work plan/program, including the schedule and overarching terms and concepts.

*Watersheds are advised to refer to the document entitled “Three-Year Work Plan and Project Consistency Policies” for policies regarding submission and content for 3YWPs adopted by the Puget Sound Salmon Recovery Council on January 23, 2014.*

### **PART 1: Format**

#### **❖ Key elements of the Three Year Workplan/Program**

Salmon recovery involves a complex set of actions and interactions that are both directed by the Recovery Plans and by the reality within each watershed. The Three Year Workplan/Program (3YWP) is one tool to reflect those complex interactions.

The RITT liaisons, Salmon Recovery Council members, and PSP Ecosystem Recovery Coordinators are available, at the watershed’s discretion, to assist with the development of the work plan/program updates. This assistance can take different forms, including support for development of the project and program list as well as engagement and support in developing the Monitoring and Adaptive Management Framework products.

The following components should be included in your update:

1. A spreadsheet of priority projects and programs that can be started within the next three years (2014, 2015, 2016). The HWS can be used, *based on how the watershed’s HWS is structured*, to produce information that includes the following broad categories:

*FINAL 2014 Three Year Work Program*

- a. Capital and non-capital activities/projects for habitat protection and restoration; harvest, hatchery and hydropower management; and other activities such as education and outreach, research, and monitoring;
- b. Primary species benefiting;
- c. Project information in terms of progress toward recovery (e.g. type, metrics);
- d. Project status (conceptual, planned, underway, completed);
- e. Project sponsor;
- f. Project costs, including total cost, amount currently secured, and amount needed; and
- g. Funding sources (confirmed and prospective).

\*Note that watersheds should link these projects to their strategies in the Miradi files to the extent possible prior to the deadline. The region is working with GSRO to make sure Miradi, PRISM and HWS “talk” to each other and information only needs to be entered into a single system. It is anticipated that most watersheds will not have all projects from their 3YWP in their Miradi file by May 2014.

2. Draft Monitoring and Adaptive Management Framework: Over the last year, the region has asked the watersheds to put in a substantial amount of effort and resources into development of the Chinook Monitoring and Adaptive Management Frameworks. Watersheds should submit their compiled M&AM Frameworks (including Miradi files and accompanying narratives) as part of their 2014 3YWP. A template and recommendations for how to structure the Framework are provided in the Chinook M&AM Toolkit Version 1.2 and available here: [http://www.mypugetsound.net/index.php?option=com\\_docman&task=cat\\_view&gid=665&Itemid=172](http://www.mypugetsound.net/index.php?option=com_docman&task=cat_view&gid=665&Itemid=172). Please note that the Chinook M&AM Frameworks and forthcoming Plans will form the basis of future 3YWPs and the region will continue to work with the watersheds on development of these products.
3. Narrative for Select Watersheds. Watersheds meeting any of the following criteria will develop a brief (1/2 -1 page) narrative responding to the questions outlined in the section below:
  - Watersheds with **more than one recovery chapter** in their area;
  - Watersheds submitting projects on their project list with **steelhead** as the primary benefiting species; and
  - Watersheds submitting projects on their project list with **Treaty-right non-listed salmon populations** as the primary benefiting species.

The purpose of this narrative is to provide additional context for the region to evaluate the 3YWP project lists and projects proposed for funding in 2014.

**Questions for Watersheds That Meet Above Criteria for Three Year Work Plan/Program Narrative:**

## *FINAL 2014 Three Year Work Program*

### *I. Watersheds that have more than one recovery chapter in their area (1/2 - 1 page)*

1. What is the relationship between the recovery chapters in your watershed (e.g. which WRIAs, natal populations, geographies, etc., do they cover)?
2. What process do you use to prioritize projects across multiple recovery chapters?
3. How is project selection linked to strategies identified in the recovery chapters?

### *II. Watersheds including projects with steelhead as the primary benefiting species (1/2 - 1page)*

1. Is there a draft recovery plan or informal strategy for the steelhead population(s) in your watershed? (if so, please attach a copy)
2. How are projects for the population(s) prioritized?
3. How are projects for the population(s) integrated into the project selection process and prioritized for funding?

### *III. Watersheds including projects for Treaty-right non-listed salmon populations (1/2 – 1 page)*

1. What are the Treaty-right priority salmon populations in your watershed for which you are requesting project funding?
2. What policies or criteria are used for identifying the population(s) as a priority?
3. What strategy are you using to identify and prioritize projects for the population(s)? (please attach a copy)

## **❖ Regional Review**

The RITT will provide a technical review of each watershed's draft Chinook Monitoring and Adaptive Management Framework as well as consistency review of the 3YWP project and activity list. These reviews will assess consistency of the suites of actions with the Puget Sound Salmon Recovery Plan strategies and goals as well as provide constructive feedback intended to advance the development of the monitoring and adaptive management work.

### **RITT Review Questions:**

#### *I. Consistency and Sequencing of Project and Activity List:*

1. Is the sequence of actions identified in the 3YWP consistent with the current hypotheses and strategies as identified in the watershed's M&AM Framework?
2. (if applicable) Is the sequence of actions identified in the 3YWP consistent with the current hypotheses and strategies as identified in strategies for other species, including steelhead?
3. Are actions sequenced and timed appropriately for the current stage of implementation?

#### *II. Monitoring and Adaptive Management Framework Review*

1. Are projects and activities appropriately linked to strategies within the Framework?

2. Are the indicators selected for viability, pressures and effectiveness appropriate for the watershed?
3. What are the major technical gaps and challenges the watershed is likely to experience in developing and implementing their Monitoring and Adaptive Management Framework and subsequent Plan? What are potential solutions to overcoming these challenges? What regional technical support do you anticipate is needed for this watershed to succeed with implementing their Monitoring and Adaptive Management Framework and subsequent Plan?

## **PART 2: General Guidance**

### **❖ Timeline\***

- January-May: Continue development of M&AM Framework
- February – May: Development of 3YWP project/activity lists
- May 31<sup>st</sup>: Watershed chapter areas submit 3YWP lists to PSP
- May 31<sup>st</sup>: Watershed chapter areas submit complete draft Chinook M&AM Framework, including Miradi files and associated narrative to PSP.
- May 31<sup>st</sup>: As applicable, watershed chapter areas submit additional 3YWP narrative.
- June 1-September 30<sup>th</sup>: RITT and other entities review draft Chinook M&AM Frameworks.
- Additional deadlines available from Manual 18:  
[http://www.rco.wa.gov/documents/Manuals&Forms/Manual\\_18.pdf](http://www.rco.wa.gov/documents/Manuals&Forms/Manual_18.pdf)

\* Will be updated via email as needed.

### **❖ Common Concepts, Terms, and Approaches**

- Evolution of 3YWP: The three-year work plan/program should be viewed as an important tool to plan, finance, and adaptively manage implementation.
- Capital and non-capital needs: Capital projects include habitat protection and restoration projects, harvest and hatchery actions, and H-Integration/Coordination actions. Non-capital programs encompass watershed needs such as monitoring, science, feasibility assessments, outreach and education, and coordination.
- Projects and programmatic actions: Lists should include specific projects where possible, but if and when necessary, watersheds can describe the approach more generally (i.e. x, y, z properties or acquisition of 300 acres). As projects/programmatic actions become clearer, please identify them individually.
- Scope of work plan/program: The three-year work plans/programs are intended to identify and reflect the pace necessary to enable your watershed to meet its 10-year implementation objectives. As they also help leverage funds from multiple funding sources, it is anticipated that they will include more projects than you expect to submit for SRFB or for the regional biennial budget request.
- Prioritization of actions: Capital and programmatic actions reflect the most important watershed priorities to start or remain on a recovery trajectory and also

the likely timing/sequencing of the projects. Activities or projects can be clustered into a group to indicate where combined sets of actions or projects belong in a sequence.

- Chinook vs. multi-species priorities: The RITT will evaluate the work plans/programs against the Puget Sound Salmon Recovery Plan, Volumes I and II, the Federal Supplement, and related technical documents and guidance. It will be important to identify those actions that benefit both Chinook and other species.
- Pace of implementation: The pace of the three-year work plan/program should reflect what it will take to achieve the 10-year objectives in the Recovery Plan, which in turn are the set of actions that were identified to achieve the recovery goals (watershed goals spreadsheet). You should also identify the non-capital needs to help build local capacity to increase the pace of implementation over time.
- Level of detail concerning projects: *Including information on total cost, funding secured and funding needed for the projects is a critical component of the project list.* The RITT does not need complete proposals or committed project sponsors to do a review. The expectation is that details will be added and updated annually as projects develop over time. Detailed project information will be required for funding requests such as SRFB, which involves a thorough technical/feasibility review process.
- Sequencing principles: The following are some biological principles and regional considerations for sequencing actions for the three-year work plans/programs:
  - *Biological Principles:*
    - Priorities in the watershed recovery strategy (both capital and non-capital);
    - Integration of management actions across habitat restoration, habitat protection, and hatchery, harvest, and hydropower management, to the best extent possible;
    - Consistency with the Technical Review Team/RITT guidance and technical comments on your previous three-year work plan/program updates; and
    - Logical and defensible sequence of actions (e.g. downstream culvert removal before upstream restoration).
  - *Regional Considerations:*
    - Much of our success at the Puget Sound ESU scale will depend on continued communication of this annually updated work plan/program and the monitoring and adaptive management work. With this in mind, project/activity lists should also attempt to showcase the following characteristics:
      - Regional momentum and public support;
      - Maximized benefits for recovery; and
      - Strong community and stakeholder engagement.