

INFORMATION REQUEST FOR COASTAL MANAGEMENT PROGRAMS

(This request is sent to the state's coastal management program manager. Citations in parentheses are the requirements of the CZMA for which the requested information is needed to evaluate the program's performance and compliance.)

FOR THE EVALUATION PERIOD (MONTH/YEAR THROUGH MONTH/YEAR):

Section I: Administration, Operation, and Management (16 USC §1458(a); 16 USC §1455(d))

1. Provide an organization chart for:
 - (a) the CMP's lead agency, and
 - (b) the CMP.
2. Provide a staffing list for the CMP, including:
 - (a) names and titles of each staff member,
 - (b) full or part-time status of each,
 - (c) source of position funding for each,
 - (d) subject/topic area(s) of work and responsibility for each,
 - (e) loss or gain of positions during the evaluation period, and
 - (f) number of vacant positions with length of each vacancy as of the time of the response to this request.
3. Identify any non-CZMA federal or state match program funding (i.e., other federal, state, and private funding) in the amount of \$25,000.00 or more for each year of the evaluation period by source, amount, and how those funds were used.
4. Identify the composition of any advisory committee or board, frequency of meetings, and the committee's or board's role.
5. If the CMP has a strategic plan, provide a copy and identify how the CMP developed its goals and priorities, including whether it was a public-driven, internal, or hybrid process.
6. In two pages or less, summarize any outreach and education efforts to communicate the value of the state and national coastal management program and coastal resources to the public.
7. The evaluator will contact stakeholders and partners for input into the Section 312 evaluation. Provide the names, e-mail addresses, mailing addresses, and phone numbers for 12-20 stakeholders and partners with whom the CMP coordinated or collaborated on projects and activities. Include at least one contact from each of the following categories, if applicable: other parts of the coastal management program lead state agency; other state agencies; federal agencies; gubernatorial offices and staff; legislative representatives and staff; local government elected officials and staff; regional planning organizations; non-governmental organizations (e.g., chambers of commerce, trade associations); non-profit organizations (e.g., environmental groups); local businesses and industry; the permit-regulated community; and academia.

In a total of two pages or less:

8. Summarize any major changes to program administration, program structure, operation, or management that occurred and any associated impacts or accomplishments.

9. Summarize any issues or challenges the CMP faced in regard to program administration, operation, or management, including grants management. Include influences and factors that have hindered program administration, operation, or management.

In a total of two pages or less:

10. Summarize the CMP's partnership or activities with any reserve(s) in the state, including any major initiatives or projects and their impacts.
11. Summarize the nature of major local, statewide, regional, and/or national partnerships and projects and the role that the CMP has played or is playing in them to achieve and/or complement CMP goals.

Section II: Protection of Natural Resources/Coastal Habitat (16 USC §1452 (2)(A))

In a total of five pages or less:

12. Summarize how the CMP addressed protection of coastal habitat and any changes to relevant state legislation and/or regulations.
13. Summarize the major impacts or accomplishments of the CMP with regard to coastal habitat.
14. Summarize the major challenges the CMP faced in addressing coastal habitat.

(It is not necessary to include information that is in the Section 309 assessment and strategy documents in effect during the evaluation period or that is part of any program changes already submitted to OCRM. The evaluator has access to those documents.)

Section III: Coastal Hazards (16 USC §1452 (2)(B)) and Adverse Effects of Land Subsidence and Sea Level Rise (16 USC §1452 (2)(K))

In a total of five pages or less:

15. Summarize how the CMP addressed coastal hazards and any changes to relevant state legislation and/or regulations.
16. Summarize the major impacts or accomplishments of the CMP with regard to coastal hazards.
17. Summarize the major challenges the CMP faced in addressing coastal hazards.

(It is not necessary to include information that is in the Section 309 assessment and strategy documents in effect during the evaluation period or that is part of any program changes already submitted to OCRM. The evaluator has access to those documents.)

Section IV: Coastal Water Quality (16 USC §1452 (2)(C))

In a total of five pages or less:

18. Summarize how the CMP addressed coastal water quality and any changes to relevant state legislation and/or regulations.
19. Summarize the major impacts or accomplishments of the CMP with regard to coastal water quality.
20. Summarize the major challenges the CMP faced in addressing coastal water quality.

(It is not necessary to include information that is in the Section 309 assessment and strategy documents in effect during the evaluation period or that is part of any program changes already submitted to OCRM. The evaluator has access to those documents.)

Section V: Coastal Dependent Uses, Siting of Major Facilities, and Community Development (16 USC §1452 (2)(D)); and Assistance to Support Planning, Conservation, and Management for Living Marine Resources, including Aquaculture Facilities (16 USC §1452 (2)(J)); and Redevelopment of Deteriorating Urban Waterfronts and Ports (16 USC §1452 (2)(F))

In a total of five pages or less:

21. If the CMP started, continued, or completed any special area management plans (SAMPs) or ocean/Great Lakes plans, please describe the effectiveness to date of the SAMP or ocean/Great Lakes plan in meeting its designed purpose and goals.
22. Summarize how the CMP addressed coastal dependent uses and community development and any changes to relevant state legislation and/or regulations.
23. Summarize the major impacts or accomplishments of the CMP with regard to coastal dependent uses and community development.
24. Summarize the major challenges the CMP faced in addressing coastal dependent uses and community development.

(It is not necessary to include information that is in the Section 309 assessment and strategy documents in effect during the evaluation period or that is part of any program changes already submitted to OCRM. The evaluator has access to those documents.)

Section VI: Public Access (16 USC §1452 (2)(E))

In a total of five pages or less:

25. Summarize how the CMP addressed public access and any changes to relevant state legislation and/or regulations.
26. Summarize the major impacts or accomplishments of the CMP with regard to public access.
27. Summarize the major challenges the CMP faced in addressing public access.

For the three questions above, each response should be two pages or less. It is not necessary to include information that is in the Section 309 assessment and strategy documents in effect during the evaluation period or that is part of any program changes already submitted to OCRM.

Section VII: Coordination and Simplification for Expedited Governmental Decisionmaking (16 USC §1452 (2)(G)); Consultation and Coordination with Federal Agencies (16 USC §1452 (2)(H)); and Public and Local Government Participation in Coastal Management Decisionmaking (16 USC §1452 (2)(I))

In a total of five pages or less:

28. Summarize how the CMP addressed government coordination and decisionmaking and any changes to relevant state legislation and/or regulations.
29. Summarize the major impacts or accomplishments of the CMP with regard to government coordination and decisionmaking.
30. Summarize the major challenges the CMP faced in addressing government coordination and decisionmaking.

(It is not necessary to include information that is in the Section 309 assessment and strategy documents in effect during the evaluation period or that is part of any program changes already submitted to OCRM. The evaluator has access to those documents.)

31. In one page or less, summarize any changes in the roles of state and local governments in managing the coastal zone since the last evaluation that are not addressed in other topic areas.
32. In two pages or less, for the issuance of permits that are part of the state's approved coastal management program, summarize:
 - a. how the CMP collaborated and coordinated with other state and federal permitting agencies;
 - b. how and whether the process of collaboration and coordination worked well;
 - c. any ways to improve collaboration and coordination; and
 - d. any improvements to length of time for permit issuance and to permit processing efficiency.
33. Provide the list of the CMP's enforceable policies and enforceable policy information that the CMP provides to federal agencies and others who request it, and describe how interested parties obtain access to the enforceable policies list.

In a total of four pages or less:

34. Summarize any concerns or issues the CMP had in regard to effective implementation of federal consistency.
35. Summarize the process for incorporating public comments into federal consistency and other decision making.

Section VIII: Overarching

36. In two pages or less, and from the CMP manager's perspective, identify the two - four most significant impacts or accomplishments and the two - four most significant challenges (excluding program administration, operations, or management challenges discussed in item #8) the CMP had or faced during this evaluation period. If any of these are not already discussed in #13, 14, 16, 17, 19, 20, 23, 24, 26, 27, 29, or 30, please summarize them. Include influences and factors that have advanced or hindered the achievement of any CMP goals, objectives or outcomes.

OMB Control # 0648-XXXX, expires month/date/year. OCRM requires this information in order to adequately evaluate the ongoing approval and financial eligibility of CZMA coastal management programs. Public reporting burden for this collection of information is estimated to average 55 hours per response. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Kate Barba, Chief, National Policy and Evaluation Division, OCRM, 1305 East-West Hwy., N/ORM7, Silver Spring, Maryland 20910. This reporting is required under and is authorized under 16 U.S.C. 1458(a). Information submitted will be treated as public records. Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection displays a currently valid OMB Control Number.