

Information Request for Coastal Management Programs

Evaluation Period: **Month/Year – Month/Year**

Administration, Operation, and Management

1. Provide an organizational chart for
 - a) the coastal management program's lead agency, and
 - b) the coastal management program (CMP).
2. Provide a staffing list for the CMP, including
 - a) name and title of each staff member,
 - b) full or part-time status of each staff member,
 - c) source of position funding for each staff member,
 - d) subject/topic area(s) of work and responsibility(ies) of each staff member,
 - 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-Coastal Zone Management Act (CZMA) federal or state match program funding (i.e., other federal, state, and private funding) in the amount of \$100,000 or more for each year of the evaluation period by source, amount, and how those funds were used. *Please note: This does not include CZMA cooperative agreement funds and associated match.*
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 publicly driven, internal, or hybrid process.
6. The evaluator will contact stakeholders and partners for input into the Section 312 evaluation. Provide the category, name, organization, position, and email address, for 20-30 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's lead state agency,
 - other state agencies,
 - federal agencies,
 - gubernatorial offices and staff,
 - state legislative representatives and staff,
 - local government elected officials and staff,
 - regional planning organizations,
 - nongovernmental organizations (e.g., chambers of commerce, trade associations),
 - nonprofit organizations (e.g., environmental groups),
 - local businesses and industry,
 - the permit-regulated community, and
 - academia.

Please ensure that at least two of the stakeholders and partners can speak to each of the major six areas of the CZMA:

- public access,
- coastal hazards,
- coastal habitat,
- community development,
- coordination and public involvement, and water quality.

Category	First Name	Last Name	Organization	Position	E-mail Address

[Add more rows as needed or create separate spreadsheet]

In a total of two pages or less:

7. Summarize any major changes to program administration, structure, operation, or management that occurred and any associated impacts or accomplishments.
8. Summarize any issues or challenges the CMP faced with 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:

9. Summarize the CMP's partnership or activities with any reserve(s) in the state, including any major initiatives or projects and their impacts.
10. Summarize the nature of major local, regional, statewide, 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.

Protection of Natural Resources/Coastal Habitat

In a total of five pages or less:

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

(If the information requested is in a Section 309 assessment and strategy document in effect during the evaluation period or is part of any program changes already submitted to the Office for Coastal Management (OCM), you may refer to those documents instead of including the information in your information submittal.)

Coastal Hazards and Adverse Effects of Land Subsidence and Sea Level Rise

In a total of five pages or less:

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

(If the information requested is in a Section 309 assessment and strategy document in effect during the evaluation period or is part of any program changes already submitted to OCM, you may refer to those documents instead of including the information in your information submittal.)

Coastal Water Quality

In a total of five pages or less:

17. Summarize how the CMP addressed coastal water quality and any changes to relevant state legislation and/or regulations including implementation and/or development of the state's coastal nonpoint program.
18. Summarize the major impacts or accomplishments of the CMP with regard to coastal water quality including implementation and/or development of the state's coastal nonpoint program.
19. Summarize the major challenges the CMP faced in addressing coastal water quality including implementation and/or development of the state's coastal nonpoint program.

(If the information requested is in a Section 309 assessment and strategy document in effect during the evaluation period or is part of any program changes already submitted to OCM, you may refer to those documents instead of including the information in your information submittal.)

Coastal-Dependent Uses, Siting of Major Facilities, and Community Development; Assistance to Support Planning, Conservation, and Management for Living Marine Resources, including Aquaculture Facilities; and Redevelopment of Deteriorating Urban Waterfronts and Ports

In a total of five pages or less:

20. 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.
21. Summarize how the CMP addressed coastal-dependent uses and community development and any changes to relevant state legislation and/or regulations.
22. Summarize the major impacts or accomplishments of the CMP with regard to coastal-dependent uses and community development.
23. Summarize the major challenges the CMP faced in addressing coastal-dependent uses and community development.

(If the information requested is in a Section 309 assessment and strategy document in effect during the evaluation period or is part of any program changes already submitted to OCM, you

may refer to those documents instead of including the information in your information submittal.)

Public Access

In a total of five pages or less:

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

(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 OCM. The evaluator has access to those documents.)

Coordination and Simplification for Expedited Governmental Decision-Making; Consultation and Coordination with Federal Agencies; and Public and Local Government Participation in Coastal Management Decision-Making

In a total of five pages or less:

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

(If the information requested is in a Section 309 assessment and strategy document in effect during the evaluation period or is part of any program changes already submitted to OCM, you may refer to those documents instead of including the information in your information submittal.)

30. 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.
31. In two pages or less, for the issuance of permits that are part of the state's approved coastal management program:
 - a) Summarize how the CMP collaborated and coordinated with other state and federal permitting agencies.
 - b) Summarize how and whether the process of collaboration and coordination worked well.
 - c) Summarize any ways to improve collaboration and coordination.
 - d) Summarize any improvements to length of time for permit issuance and to permit processing efficiency.
32. 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:

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

Education and Outreach

35. 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.

Overarching

36. In one page or less, identify any efforts in racial equity and engagement with underserved communities that have not been captured in responses above. Include any accomplishments or outcomes.
37. In two pages or less, and from the CMP manager's perspective, identify the two to four most significant impacts or accomplishments and the two to four most significant challenges (*excluding* program administration, operations, or management challenges discussed in item 9) the CMP had or faced during this evaluation period. If any of these are *not* already discussed in items 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 Number 0648-0661. Expires: **DD/MM/YYYY**. Public reporting burden for this collection of information is estimated to average 72 hours. Send comments regarding this burden estimate, including any suggestions for reducing this burden, to Michael Migliori, NOAA NOS/OCM/PPC, 1305 East-West Hwy., N/OCM1, Silver Spring, Maryland 20910. 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 Office of Management and Budget (OMB) control number.