

Project Title:

**Mid-Atlantic Regional Council on the Ocean (MARCO) Proposal for
Focus Area 2: Regional Ocean Partnership Development & Governance Support
under the NOAA Regional Ocean Partnership Funding Program – FY2012 Funding
Competition**

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Project Duration:

October 1, 2012 to September 30, 2013

Funding Type:

Cooperative Agreement

Funding Request Amount:

\$250,000



Project Summary

MARCO Proposal For ROPFP FY 2012 Focus Area 2 (ROP Development & Governance Support)

Primary Contact: Sarah W. Cooksey, Administrator, Delaware Coastal Programs
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Brief Project Summary:

MARCO was established to address the fragmented planning and management of Mid-Atlantic ocean and coastal resources and to refine regional understanding of ocean and coastal ecosystems. This proposal will improve regional ocean governance efforts in the Mid-Atlantic by enhancing the administrative and operational capacities of MARCO and advancing MARCO's priority issue areas. MARCO requests FY 2012 funding to;

- 1) Sustain and secure dedicated MARCO staff;
- 2) Increase collaboration and planning across MARCO;
- 3) Manage and implement regional activities to address MARCO's priorities; and
- 4) Develop and execute outreach and communication strategies.

MARCO needs dedicated staff capacity and technical expertise to advance regional coastal and ocean management priorities in the Mid-Atlantic (i.e., climate change, water quality, habitat, offshore renewable energy, and ocean planning). Dedicated staff will enable MARCO to leverage additional state and federal resources and provide a focal point for facilitating coordination with key stakeholders on MARCO activities and National Ocean Policy (NOP) priorities. MARCO hired a Program Manager with FY 2011 ROPFP funding. Continuity of this position into FY 2013 and beyond is critical to the development and operation of MARCO. Dedicated staff will relieve the MARCO Management Board (i.e., state representatives responsible for implementation of MARCO's priorities) of operational tasks, improve communication with and engagement of external audiences, and support activities to advance MARCO's priorities. This capacity will also support MARCO and individual state efforts to move ahead on ocean planning activities in the region, including participation in the Mid-Atlantic Regional Planning Body (RPB).

Increasing and improving collaboration and planning across the region is critical to the development and operation of MARCO. MARCO conducts quarterly in-person meetings where members of the Management Board, Action Team leaders, state staff, and key partners (e.g., Federal agency representatives) discuss advancing the shared priorities of the region, make critical policy decisions on these efforts, and plan for future activities. These in-person meetings allow the states and key partners to improve coordination and collaboration, and facilitate the exchange of information and expertise. This proposal requests funding support for these

management board meetings to increase and improve intergovernmental collaboration and planning across the region.

MARCO's five Action Teams are responsible for identifying and pursuing specific activities that address the shared regional priorities. To date, Action Team activities have been limited to what can be accomplished with in-kind staff resources and funding. Significant progress on the region's ocean priorities requires increased collaboration with federal agencies and investing in regional activities. This proposal requests funding that will allow the five Action Teams to 1) engage Federal agency representatives in collaborative planning; 2) determine the most strategic actions over the next few years to advance regional priorities; and 3) implement critical activities.

MARCO has made tremendous progress increasing coordination on ocean and coastal management issues across the five Mid-Atlantic States. To be truly effective, MARCO needs to improve communication with and engagement of stakeholders in the Mid-Atlantic region. This proposal requests funding for a Communication and Outreach Coordinator/Specialist to assist MARCO in improving public understanding of the challenges facing the ocean and MARCO's efforts to address these challenges. This will advance not only MARCO's priorities but also NOP priorities and the guiding principles set forth in the *Final Recommendations of the Interagency Ocean Policy Task Force*. Another important investment is enhancing the existing MARCO website, which serves as an important distribution outlet for MARCO reports, documents, materials, and general communication to the public and interested stakeholders. The requested funding would be used to retain a professional web consulting service to support the development and maintenance of the midatlanticocean.org website. The goal is to improve the aesthetics of the site, including targeted messaging and promotional materials, and provide for a more customized and productive experience for our stakeholders in the Mid-Atlantic region.

The requested funding will directly benefit the management of Mid-Atlantic coastal and ocean resources by expanding the administrative and operational capacities of MARCO and its member states, improving the implementation of activities that address shared regional priorities, and enhancing MARCO's engagement with other government entities, stakeholders and the public.

Partners: NOAA, CSSF

Funding Schedule: October 1, 2012 – September 30, 2013: \$250,000

Cooperative Agreement Project Description

MARCO Proposal For ROPFP FY 2012 Focus Area 2 (ROP Development & Governance Support)

I. Goal and Objective(s):

MARCO was established to address the fragmented planning and management of Mid-Atlantic ocean and coastal resources, and to refine regional understanding of ocean and coastal ecosystems. This proposal will improve regional ocean governance efforts in the Mid-Atlantic by enhancing the administrative and operational capacities of MARCO and advancing MARCO's priority issue areas. MARCO requests FY 2012 funding to;

- 1) Sustain and secure dedicated MARCO staff;
- 2) Increase collaboration and planning across MARCO;
- 3) Manage and implement regional activities to address MARCO's priorities; and
- 4) Develop and execute outreach and communication strategies.

Objective 1) Sustain and secure dedicated MARCO staff

MARCO needs dedicated staff capacity and technical expertise to advance regional coastal and ocean management priorities in the Mid-Atlantic (i.e., climate change, water quality, habitat, offshore renewable energy, and ocean planning). Dedicated staff will enable MARCO to leverage state and federal resources and provide a focal point for facilitating state, federal, and stakeholder coordination on MARCO activities and National Ocean Policy (NOP) priorities. MARCO hired a Program Manager with FY 2011 ROPFP funding. Continuity of this position into FY 2013 and beyond is critical to the development and operation of MARCO. The program manager is responsible for: providing oversight and guidance to MARCO Action Teams; organizing and facilitating MARCO Management Board meetings; representing MARCO at regional and national forums; developing and implementing outreach and communications strategies; and coordinating with MARCO's Federal partners (especially for coastal and marine spatial planning (CMSP)). The program manager is also responsible for: arranging conference calls, meetings and travel; attending and providing logistical support at meetings; handling general inquiries; composing correspondence; preparing contracts and proposals; maintaining calendars; and coordinating work flow on action items. The MARCO Management Board will conduct a regular evaluation and assessment to determine the appropriate mix of contractual staff support and technical assistance required to address MARCO's project management, coordination, and communication needs moving forward. Additional staff capacity and technical assistance is fundamental to MARCO's development: It provides the capacity needed to improve communication with and engagement of external audiences, and implement activities to advance MARCO's priorities. Additional capacity will also allow MARCO and individual state efforts to move ahead on ocean planning activities in the region, including participation in the mid-Atlantic Regional Planning Body (RPB).

Objective 2) Increase collaboration and planning across MARCO

Increasing and improving the collaboration and planning across the region is critical to the development and operation of MARCO. MARCO conducts quarterly management board meetings where members of the Management Board, Action Team leaders, state staff, and key partners (e.g., Federal agency representatives, ROP funding recipients, Fishery Management Council representatives), come together to discuss advancing the shared priorities of the region,

make critical policy decisions on these efforts, and plan for future activities. These in-person meetings allow the states and key partners to improve coordination and collaboration, and facilitate the exchange of information and expertise. This proposal requests funding support for these management board meetings to increase and improve intergovernmental collaboration and planning across the region.

Objective 3) manage and implement regional activities to address MARCO's priorities

MARCO's five Action Teams are responsible for identifying and pursuing specific activities that address the shared regional priorities. The third objective of this proposal is to manage and implement these activities. To date, Action Team activities have been limited to what can be accomplished with in-kind staff resources and funding. Significant progress on the region's ocean priorities requires increased collaboration with federal agencies and investing in regional activities. This proposal requests funding that will allow the five Action Teams to 1) engage Federal agency representatives in collaborative planning; 2) determine the most strategic actions over the next few years to advance regional priorities; and 3) implement critical activities. MARCO will be able to measure and evaluate the progress and success in achieving this objective by the production of an annual Highlights Document and Action Team status reports at quarterly Management Board meetings.

The MARCO Action Teams have a compendium of projects that cannot be implemented without additional resources. The Sea Level Rise and Climate Change Action Team has identified a project for developing information sharing processes for sea level rise information to increase public education and awareness. As more and more research, information, and speculation on sea level rise is released every day, coastal managers are falling behind in their ability to review and process all of this into useful information that can guide their decisions and the public is becoming increasingly overwhelmed. Web 2.0 technologies and social information processing tools can be harnessed to accomplish this task. The services of a contractor could be used to assist MARCO in reviewing information filtering and crowdsourcing tools currently available, guiding the aggregation and filtering of the information, analyzing the pertinent information, and redistributing that information to all users through social media outlets.

The Final Recommendations of the Interagency Ocean Policy Task Force note that "The CMS Plan would describe the statutes, rules, and regulations relevant to implementing CMSP throughout all levels of government." MARCO may need the services of a contractor to document the extent to which the states have authority to prepare and implement plans that will affect state, local, and private management and regulatory decisions. The services of contractors may also be needed by the five Action Teams as they work to address their priority actions as well as stay consistent with the National Ocean Policy's priority objectives and strategic action plans. Outcomes may include an inventory of laws and regulations, identification of limitations, and recommendations on opportunities to better define, redirect or strengthen the states' authority for such activities.

MARCO's Ocean Planning Action Team was created to build capacity for effective ocean planning in the region, including enhanced development of the MARCO Planning Portal. The Portal is an online tool that allows state, federal, and local decision-makers and the public to visualize, query, map, and analyze ocean and coastal data in the Mid-Atlantic region. It is currently being managed and maintained by the Monmouth group (a MARCO partner and the recipients of a FY11 ROPFP grant for MARCO portal development.) The Monmouth group has been tasked with developing a long-term plan for hosting and maintenance of the Portal to ensure ongoing evolution and functionality. In the event that the Monmouth group does not

receive additional funding to continue work on the MARCO portal, MARCO must have the funds available to manage and maintain the MARCO portal. If this proposal is awarded and additional or external funds are not found, MARCO intends to re-allocate some of the funds budgeted in this proposal to host the current portal.

Objective 4) develop and execute outreach and communication strategies.

MARCO has made tremendous progress increasing coordination on ocean and coastal management issues across the five Mid-Atlantic States. To be truly effective, MARCO needs to improve communication with and engagement of important stakeholders in the Mid-Atlantic region. This proposal requests funding for a Communication and Outreach Coordinator/Specialist to assist MARCO in improving public understanding of the challenges facing the ocean and MARCO's efforts to address these challenges. The funding will also provide meaningful opportunities for diverse ocean stakeholders and decision makers to participate in MARCO's activities. This will advance not only MARCO's priorities but also NOP priorities and the guiding principles set forth in the *Final Recommendations of the Interagency Ocean Policy Task Force*. Responsibilities of the Communication and Outreach Coordinator/Specialist could include the following: improving internal and external communications of MARCO; developing communication and promotional materials (fact sheets, frequently asked questions, power point presentations, etc.); developing and supporting web content and design layout; developing social media and non-traditional communication approaches; providing media content, as needed; assisting in the development and implementation of consistent messaging for comprehensive stakeholder engagement; and reviewing, editing and/or writing a variety of documents.

Another important investment in improving MARCO's communication and outreach is enhancing the existing MARCO website. The website serves as an important distribution outlet for MARCO reports, documents, materials, and general communication to the public and interested stakeholders. The requested funding would be used to retain a professional web consulting service to support the development and maintenance of the midatlanticocean.org website. The goal is to improve the aesthetics of the site, including targeted messaging and promotional materials, and provide for a more customized and productive experience for our stakeholders in the Mid-Atlantic region. MARCO's website redesign could include interactive features and functions as well as social media capabilities and connections. MARCO will be able to measure and evaluate the progress and success in achieving this objective by the production of communications documents and materials, the outcome of stakeholder engagement meetings, and analyzing website visitation statistics.

II. Background:

The ocean waters of the Mid-Atlantic are experiencing a new generation of challenges. To successfully address these challenges, the Mid-Atlantic Governors' committed to a regional approach and created MARCO to focus on the following priorities: support offshore renewable energy; protect unique offshore habitats; prepare for climate change impacts; and improve water quality. MARCO has organized five Action Teams to support these priorities and complete action items. MARCO's initial Actions and Timelines document and the MARCO Work Plan (at <http://www.midatlanticocean.org/>) set out goals and action items to address these priority issue areas.

Each MARCO state (NY, NJ, DE, MD and VA) has devoted significant resources to bring about this new regional organization. Until recently, MARCO has functioned and implemented its initial action items using limited in-kind staff resources and funding. In 2011 MARCO was awarded a cooperative agreement through the NOAA FY11 ROPFP and received the funding in January 2012. In the last few months, MARCO has shown significant progress because of the ROPFP funding: MARCO has hired a Program Manager, supported MARCO Management Board travel and meetings, and initiated planned for the Mid-Atlantic Regional Planning Body activities, Action Team meetings, and stakeholder engagement workshops. Given the limited funding and resources of the Mid-Atlantic states, MARCO requires continued federal support and engagement to adequately address its priorities.

MARCO states will continue to provide staff and funding support towards MARCO's development, but the level of resources is inadequate to meet the challenge of regional ocean governance, particularly in the formative years of implementing the NOP. Resource constraints affect all of the objectives and tasks proposed here. The requested funding will support all aspects of MARCO's regional ocean governance efforts and allow the MARCO Management Board to focus on policy development and implementing actions that address Mid-Atlantic ocean management.

III. Partnerships:

Partnerships are critical to the success and development of MARCO. MARCO has specific partnerships with the Coast States Stewardship Foundation (CSSF) and NOAA, and works with many other partners and stakeholders through the MARCO Action Teams. This proposal will build and strengthen these relationships by fostering coordination and cooperation across a wide range of partners and interested stakeholders, especially with the federal agencies, to address the regional priorities for coastal and ocean management.

MARCO and the CSSF share similar ocean priorities for the region and both were formed to advance coastal and ocean management. MARCO has entered into a partnership with the CSSF to serve as a close collaborator on the project: CSSF has agreed to complete many of the administrative responsibilities of the grant. MARCO and the CSSF collaboration is guided by a Memorandum of Understanding (MOU) that was signed on February 21, 2012 (see Appendix E). The MOU describes specific roles and responsibilities, and identifies that critical expertise that CSSF brings to support MARCO. CSSF is responsible for all activities articulated in the grant, and will work closely with MARCO to ensure that all activities are completed within the requisite timeframe.

NOAA currently acts as MARCO's liaison to the other federal agencies. MARCO works with many other federal, state, tribal, NGOs, and academic partners through their membership on the MARCO Action Teams. MARCO is also pursuing stronger partnerships with MAFMC, MARACOOS, and other similar organizations to leverage resources that can support MARCO's action items. With the assistance of NOAA, MARCO developed and manages a collaborative SharePoint site that all Action Team members, and these key partners, have access to. MARCO will also continue to coordinate across all levels of government on the implementation of the NOP's Governance Coordinating Committee (GCC) and the Mid-Atlantic Regional Planning Body (RPB).

IV. Audience:

The ocean and coastal waters of the Mid-Atlantic provide a wealth of economic and environmental services to local communities, States, and the nation. The management of these public resources is entrusted to a wide range of Federal, state and private entities. However, fragmented management of these resources makes it difficult to work collectively to protect them. MARCO was established to address these challenges. MARCO's efforts to create a shared vision across the states, and their overtures to Federal agencies, are designed to ensure that the public has a more cohesive understanding of the value of the Mid-Atlantic ocean and coastal resources and what actions need to be undertaken to ensure that value continues into the future.

The results of this proposal will be improved regional ocean governance efforts in the Mid-Atlantic, increased operational and administrative capacities of MARCO, implementation of MARCO's Action Team projects to advance the priority issue areas, and greater engagement and communication with other government entities, stakeholders and the public. The audiences for use of these results include the MARCO states, MARCO partners (e.g. Federal agencies, regional fishery management organizations, NGO's), and other ocean stakeholders and the general public. No training will be necessary to make full use of these results and opportunities.

V. *Approach:*

MARCO needs to increase its capacity to leverage state and federal resources and facilitate state, federal, and stakeholder coordination on MARCO activities and National Ocean Policy (NOP) priorities. MARCO hired a Program Manager with FY 2011 ROPFP funding. Continuity of this position into FY 2013 and beyond is critical to the development and operation of MARCO. The MARCO Management Board will conduct a regular evaluation and assessment to determine the appropriate mix of contractual staff support and technical assistance required to address MARCO's project management, coordination, and communication needs moving forward. As a result of the evaluation and assessment, the MARCO Management Board may continue with the Program Manager position or opt to solicit for an executive director, project coordinator, communications coordinator, or some combination of contractual staff and technical assistance. The Management Board will make this decision by or during the second quarter of the grant period. All contractual staff positions will be posted and candidates will be screened and interviewed by the MARCO Management Board. Contractual staff report to the MARCO Management Board and will be housed within the CSSF network. Contracts for technical assistance will be developed and implemented with oversight by the MARCO Management Board.

MARCO conducts quarterly management board meetings where members of the Management Board, Action Team leaders, state staff, and key partners (e.g., Federal agency representatives, ROP funding recipients, Fishery Management Council representatives), come together to discuss advancing the shared priorities of the region, make critical policy decisions on these efforts, and plan for future activities. Continuing to support these management board meetings through FY 2013 and beyond is critical to the development and operation of MARCO. The Management Board meetings rotate between host states and the results of the meeting include meeting notes or minutes and meeting summaries with action items.

MARCO's five Action Teams are responsible for identifying and pursuing specific activities that address the shared regional priorities. The MARCO Action Teams have a compendium of projects that cannot be implemented without additional resources. Action Team project

implementation is an ongoing activity and will occur as the MARCO Management Board prioritizes the projects and determines specific projects that should be funded. These projects will be accomplished through contractual assistance or through support of Action Team meetings and/or workshops. A status update will be included in the grant's semi-annual progress reports and a final report will be provided when the project is complete and/or at the end of the grant period.

The MARCO Management Board intends to hire a communications and outreach coordinator/specialist to provide communications support and guidance throughout the grant period. A contract will be awarded in the first quarter and activity and outcomes will continue throughout the grant period. Outcomes include: improved internal and external communications; the development of communication and promotional materials (fact sheets, frequently asked questions, power point presentations, etc.); the development of web content and design layout; development of social media and non-traditional communication approaches; media content, as needed; and a variety of other messaging documents, as needed. Improving MARCO's communication and messaging will increase ocean issue visibility on the regional scale and sustain the dialogue and collaboration between MARCO and other ocean stakeholders. These efforts will also connect the other ongoing communication strategies of MARCO and each MARCO state.

MARCO's website serves as an important distribution outlet for MARCO reports, documents, materials, and general communication to the public and interested stakeholders. The MARCO website is currently hosted by the state of Maryland, however state staff have limited time and resources to enhance and re-design the website to increase MARCO's visibility to the public and enhance interactions with Mid-Atlantic stakeholders. The requested funding will be used to retain a professional web consulting service to support the development and maintenance of the midatlanticocean.org website. MARCO's website redesign could include interactive features and functions as well as social media capabilities and connections. This task will be accomplished through contractual assistance and would occur during the first quarter of the grant period and updates and improvements would continue throughout. This will improve the aesthetics of the webpage, including targeted messaging and promotional materials and provide for a more customized and productive experience for our stakeholders and public.

The MARCO Planning Portal is an online tool that allows state, federal, and local decision-makers and the public to visualize, query, map, and analyze ocean and coastal data in the Mid-Atlantic region. It is currently being managed and maintained by the Monmouth group (a MARCO partner and the recipients of a FY11 ROPFP grant for MARCO portal development.) The Monmouth group has been tasked with developing a long-term plan for hosting and maintenance of the Portal to ensure ongoing evolution and functionality. In the event that the Monmouth group does not receive additional funding to continue work on the MARCO portal, MARCO must have the funds available to manage and maintain the MARCO portal. If this proposal is awarded and additional or external funds are not found, MARCO intends to re-allocate some of the funds budgeted in this proposal to host the current portal. This task would be accomplished through contractual assistance with a firm who can meet the current requirements of the portal and maintain its functionality.

MARCO will produce a number of documents throughout the grant period, including an annual highlights document or regular newsletter, action team progress or interim reports, stakeholder engagement workshop materials and summary reports. The MARCO Management Board and dedicated staff will produce a highlights document at the end of the year that details the progress of MARCO against its priority issue areas and reports on general MARCO activity and

important recent regional events regarding ocean issues. MARCO is also in the process of planning for and conducting stakeholder engagement workshops as well as convening regular Action Team conference calls and in-person meetings. MARCO and its dedicated staff will produce workshop materials and progress or summary reports as a result of conducting these workshops and meetings.

VI. *Benefits:*

MARCO was established to improve the management of Mid-Atlantic's resources by refining our understanding of ocean and coastal ecosystems and addressing the fragmented planning and management of societal uses of our ocean and coastal resources. This proposal will benefit these resources by expanding the administrative and operational capacities of MARCO and its member states, sustaining the long term implementation of MARCO's Action Team items, and enhancing MARCO's engagement with stakeholders and the public.

Providing dedicated staff and resources will relieve the Management Board and associated staff of administrative and operational details and improve action item planning, implementation, and communications and collaboration with federal partners and other government agencies. The Program Manager coordinates the activities of the Management Board and organizes and facilitates the MARCO Action Team projects. Additional resources for implementing Action Team projects will help MARCO realize its action plan and address the regions ocean priorities.

A communications and outreach coordinator/specialist will benefit MARCO and the region's stakeholders and public by assisting MARCO in improving the public's understanding of the challenges facing the ocean and MARCO's activities to advance its priorities to address these challenges, as well as engaging diverse ocean stakeholders and decision makers in meaningful participation in MARCO's initiatives. Improved communications, messaging, and outreach will allow MARCO to sustain the dialogue between MARCO and its stakeholders, enhance partnerships, and increase public engagement to successfully address complex issues and overcome obstacles of ocean management. These efforts will not only increase ocean issue visibility on the regional scale but will also connect the other ongoing communication strategies of MARCO and each MARCO state.

Resources for website development will benefit MARCO and the regions stakeholders and public. Retaining a professional web consulting service will provide for greater flexibility and technical expertise than MARCO has in house and provide a time savings for MARCO. Website development will improve the aesthetics of the webpage to include targeted messaging and promotional materials which will provide for a more customized and productive experience for the users.

VII. *Milestone Schedule:*

MARCO hired a Program Manager with FY 2011 ROPFP funding. The MARCO Management Board will conduct regular evaluations and assessments to determine the appropriate mix of contractual staff support and technical assistance required to address MARCO's project management, coordination, and communication needs moving forward. As a result of the evaluation and assessment, the MARCO Management Board may continue with the Program Manager position or opt to solicit for an executive director, project coordinator, communications

coordinator, or some combination of contractual staff and technical assistance. The Management Board will make this decision by or during the second quarter of the grant period.

Action Team project implementation is an ongoing activity and will occur as the MARCO Management Board prioritizes the projects and determines specific projects that should be funded. These projects will be accomplished through contractual assistance or through support of Action Team meetings and/or workshops. A status update will be included in the grant’s semi-annual progress reports and a final report will be provided when the project is complete and/or at the end of the grant period.

Management Board meetings will take place quarterly and will include the production of meeting notes or minutes and meeting summaries with action items.

The MARCO Management Board intends to hire a communications and outreach coordinator/specialist to provide communications support and guidance throughout the grant period. A contract will be awarded in the first quarter and activity and outcomes will continue throughout the grant period.

The requested funding would support the development and maintenance of the website by retaining a professional web consulting service. This would occur during the first quarter of the grant period and continue throughout.

The MARCO Planning Portal is currently being managed and maintained by the Monmouth group (a MARCO partner and the recipients of an FY11 ROPFP grant for MARCO portal development.). In the event that the Monmouth group does not receive additional funding to continue work on the MARCO portal, MARCO must have the funds available to manage and maintain the MARCO portal. If this proposal is awarded and additional or external funds are not found, MARCO intends to re-allocate some of the funds budgeted in this proposal to host the current portal. This task would be accomplished through contractual assistance with a firm who can meet the current requirements of the portal and maintain its functionality.

The purchase of equipment and supplies and the production of documents (such as action team reports, stakeholder engagement workshop materials, and a highlights document) to support MARCO staff, Action Teams, and stakeholder engagement workshops will occur throughout the grant period.

The following table describes the timelines and target milestones for the major tasks of this proposal. An ‘X’ refers to a final product or major decision of the task, and the highlights refer to activity on the task.

Milestone Schedule: Timelines for Major Tasks By Quarter Starting Oct 1, 2012	12 Month Project Period			
	Q1	Q2	Q3	Q4
Staff Support		X		
Action Team Project Implementation				X
MARCO Management Board Meetings	X	X	X	X

Communications Support	X			
Website Development & Maintenance / Portal Hosting				X
Action Team Reports / Workshop Materials / Highlights Document				X

VIII. *Project Budget:*

The attached budget information describes the proposed budget summary (see SF-424A form). Personnel costs include a program manager at full-time and a communications coordinator / specialist for part-time. Contractual expenses include the assistance of consultants and other contractors for action team project implementation, website enhancement, and Portal hosting and maintenance. Travel costs include the travel for the Management Board, state staff, and program manager for the MARCO Management Board meetings. Other travel costs include the registration and attendance of the Program Manager and/or Management Board members at relevant national or regional conferences (e.g. MAFMC meetings, National ROG/CMSF workshops, etc.). Equipment and supply costs include the basic office expenses, laptops and phone, web page development and maintenance, and the development, printing, and distribution of meeting materials, accomplishments reports, and work plans.

IX. *Detailed Budget Information*

See revised Budget Narrative Attachment Form.

X. *Appendices*

- A. Detailed Budget Information (see Budget Narrative Attachment Form)
- B. Resumes
- C. NEPA Questions
- D. MARCO Letter Of Support
- E. MARCO & CSSF MOU
- F. MARCO Work Plan