

**2019 EXCELLENCE IN PARTNERSHIPS CEREMONY
AND SPRING PAC TEAM MEETING
LAKE WASHINGTON SHIP CANAL
SEATTLE, WA
22-25 APRIL, 2019**

TUESDAY, 23 APRIL

0830 – 1700 Lake Washington Ship Canal Project Office (warehouse 1 conference room)

- **Coin Criteria for distribution?** Originally goals were really lofty, but the demand for coins for activities of that caliber haven't been forthcoming. Now it is more of a "if you're doing something good as a volunteer then you can request a coin". CF requests a write up and photos of the volunteer in action and receiving their coin so the CF can use that material in newsletters, etc.
- FY 19 PROSPECT- finalize paperwork/slides for class/logistics. Run through all class exercises with team
 - Contributions exercise program run-through.
 - Handshake exercise – Heather leads in Boise
 - **Scott to wrap up MOU/MOA exercise**
 - Volunteer Scenario – Tennille will lead in Boise
 - Reviewed logistics for Boise
- FY 20 PROSPECT- select sessions to teach for each class, secure hotels, field trip development
 - Assigned instructors for W Kerr Scott (spreadsheet to be posted on Gateway)
 - Francis discussed field trip logistics for W Kerr Scott
 - Hotel block has been booked at Holiday Inn Express
 - Class assignments selected for Seattle- **Heath will work on hotel and field trip development**
- FY 21 PROSPECT- locations/dates
 - Fall 2020: Philadelphia DO → Blue Marsh field trip Oct 19-22, 26-29, Nov 2-5? Taylor, Sig, Allison, **Scott**, Heather (Scott will fund self) **Scott follow up to select date**
 - March 2021: Allatoona with Allatoona + Carters as field trips. Instructors: Heath, **Francis**, Tennille, Heather, Scott (Francis will fund self) **Francis follow up to lock in date**

- NRM Assessment Partnership Module- discuss how to get better participation. Review projects with zero input and have PAC members reach out to educate.
 - Time of year?
 - Park Ranger CoP or RLAT do something?
 - Division-specific webinars for entry
 - Article in the Partnerships Newsletter- Heather will write for Sep issue
 - MSC BLM pressure- each team member contact MSC with list of 'None Present' lakes
 - Accountability with district partnership coordinators
 - Heather – will try to get a “no entries” status list from Ginny/Dena for FY18
 - Education within the district and the division- each team member
 - Outreach questions: Ex: Did anyone donate anything to your project? Did you have a clean up with a boy scout group or church group?
 - Keep the “No Partnerships Present” radio button, but if they click “no partnerships”, it still shows up on the spreadsheet? Or add an “if no, please explain” box. And another box with full name and date stamp
 - **FY19 Open 1 September to 15 October**
 - Division-specific calls – do them as PAC team member sees fit. Talk a lot with district OMBIL and Partnerships POCs. Talk with Division OMBIL POCs to see if they have avenues to help emphasize the importance of Partnerships data.
 - Email projects that have no data and see if they can offer a justification
 - Other thought – better tracking of Federal Grants? FLTP, etc? New “partnership type” (even though it’s not a type). Drop down list of types: FLTP, ERFO, Rec Trails Fund, USFS Suppression Grants, ATP... etc...- Heather send request to Ginny/Dena
 - Allison’s Webinar Dates Sept 10, Sept 18, Oct 3
- Handshake application changes and finalizing priorities/bonus points. Heath’s funds transfer cheat sheet update
 - Bonus points? Heather – Kids in Parks agreement with the track trails program. The only place that has a Track Trails program now is at W Kerr Scott. Heather would like Track Trails to be a bonus.
 - May 1 9-10a PST webinar with Track Trails
 - Generic recent MOU partnership (though Heather’s concerned about everyone working with the boy scouts if we just say “MOU”)
 - *National MOU the project hasn’t worked with before?* Recent national MOU developed within the last three years? (add link to national MOU list in the handshake announcement) (100 points)
 - Bonus points for O&M savings. Include a place for a narrative statement as to how the project reduces costs. How? How much?

(note: if there's any shown no-cost or reduction in cost, then bonus points are allowed) – Heath update on application instructions

- Develop an FAQ page for the Handshakes program to put on the Gateway. - Heath
 - National EIP/volunteer award – lessons learned, changes for next year
 - What could be done better or make more sense?
Francis – first year seemed to go smoothly
Taylor – have a few things they want to add. District and Division Keep “Volunteer Activity Type” and refer to new OF301 form to add more?
 - Pre-fill the hours cells into the eval? And up the scale of the points values of hours for volunteers- Taylor will fix
 - Lake Shelbyville – their package was really interesting too. Is there a way we can visit their project as a future meeting site?

WEDNESDAY, 24 APRIL

0800 – 1630 Lake Washington Ship Canal Project Office (warehouse 1 conference room)

- Partnership mini-training for LWSC, District Office, and Mud Mountain staff
 - Contributions-Scott
 - Volunteers-Allison
 - MOU/MOA-Heath
 - University partnerships- Taylor
- Partnerships Newsletter, Sep issue- Everyone
 - LRB – Mount Morris – Genessee Valley Education or Arc of Livingston – Wyoming?
 - MVP?
 - SAD – Savannah District? Hartwell? Thurman?
 - Heather – NRM assessment and value
 - Taylor – value of volunteer run visitor-centers, possibly Bay Model
 - Articles by mid-July (15 July)
 - Target distribution date 1 September
- Team Discussion – Volunteer background checks: Heather met with Chief of Security while in DC. Heather shared what's in implementation guidance, and some districts have very stringent checks, and others are much more lax. Need a very clear delineation of 1) what type of check is required, 2) based on a certain type of volunteer positions and 3) how long the clearance from the check is good for. In current guidance, OC says check will only be valid for a year → but HQ security says it won't expire unless there's a 2-year gap in service. Now

that Heather's back in her primary job, this is a higher priority to work with security

- Updates to ER/EP- Volunteer Ch 10 (WRRDA 2014 update). New reg in effect that says that if we don't update a reg within the last 5 years then we have to update ALL of it (not just the chapter we're dealing with). Real Estate is now doing new separate smaller regulations. Heather would like to propose a whole new ER just for Partnerships (current chapters 9, 10, 11, 12). Looking at a long process of getting these updated and published. If we can't break out our chapters, who knows how long it'll take to get updated. Reg also has formatting conditions that will be worked by the NRM CAP (at least initially)
- New OMB approved volunteer of 301 suite of forms- review by team, development of training tools
 - Taylor – OF 301a/b cheat sheet/training
- Formalized mentoring program- assist projects in establishing partnerships (Tiger team concept?) by facilitating outreach. What about a request for proposals from field projects to the PAC team to determine our fall meetings where we help brainstorm and reach out? Put a request for proposals out to the field to help determine a fall meeting location? Do a small training like we do at some locations. Might be a good tool for determining future fall locations.
 - Feedback from training in Jacksonville? Seemed to like it, but unsure if an increase in Partnerships. We've seen an upswing in ABQ and Tulsa's numbers in NRM-Assessment/OMBIL
 - Jerry Fulton after a Public Lands Alliance meeting wanted to know if PAC could do more outreach and assess partnerships program and neighborhood mapping and looking for partners – things we talk about in the class... doing, not just instruction
 - Guarantee a deliverable/product from the team after their visit? (Heath to draft up a version to talk about at the fall meeting)
 - What would be the process after the RFP goes out? How do WE prep for the meeting and how do we ask the project to prep for the meeting?
 - How do we determine strength of their current program and potential for programs in the future?
 - IWR based committee on outreach and public involvement – Heather will contact Hal at IWR for suggestions
 - Process: RFP → Questionnaire after RFP is accepted? (Why do you want team to come? What are site issues?) → Homework before meeting? What would we want to put together to send to site?
 - Have you been to the Partnerships PROSPECT Class?
 - What previous partnerships have been in your areas? What was successful? What failed? Why?
 - What have you tried?

- What's your personal and professional involvement in the communities (ask when you get there, maybe not on a questionnaire) Where do you live in relation to your project?
 - What does success look like in the realm of partnerships for your project?
 - Heather's comment – tell people to get involved with their communities and put partnerships on their DP Maps
 - Would you consider your project as having a strong impact on your community? Or are there competing partner opportunities in your community? (i.e. are you the only outdoor rec show in town, or are you fighting with interest from other local parks)
 - Reach out to schools and see what type of coursework or tracks might be pertinent to us
 - Major corporations, universities, etc in the area? What's the economics/industry in the area? What non-profits are around?
 - Does your district have a contributions plan in place (get them to ask the question and talk to the district)
- Someone to think about how we want to solicit RFPs (do after Omaha Meeting)
- Fall meeting planning for October: Oct 7-11. Fort Peck trip Wed am – Thur pm (Fort Peck Hotel). Tuesday running up to Cunningham
- Corps participation in PLA conferences- how do we get more partners involved and more Corps staff attending? Possibly start to send PAC team members again... 2020 March 1-5 DC, 2021 Feb 7-11 Portland, 2022 March 6-10 St. Louis, 2023 Feb 26- Mar 3 DC.
 - Can one PAC team member go each year? Or more than one?
 - Initiate approval memo through division with costs and justification. (Heather to send out sample) close out report has to be sent after
 - Encourage Corps staff (and ourselves) to attend. And present cool/innovative partnerships?
 - Getting partners there? If the Corps is presenting on a program, getting the partner to attend as well.
 - Everyone can look at previous agendas to get ideas of the kinds of things that are shared

THURSDAY, 25 APRIL

0830 – 1700 Lake Washington Ship Canal Project Office

- MOU process overview and development of new national MOUs
 - Great Outdoors Fund – Heather worked and got signed in January. There hasn't been an announcement about the MOU yet because the

contract isn't set up yet. Heather envisions once the contract for the database is set up, there would be a USACE data call for wishlist partnership projects. And once we had our list put together she'd work as the middle man to find public sector partners to fund some of our work. Forest Service was first on board and FWS is getting on board as well.

- **Ruffed Grouse (new) – Scott.** They are excited about getting it signed and in place
 - **Pheasants Forever- Scott**
 - **Trout Unlimited (new) – Scott** hand over to **Sig.** Alana to send a draft from the state of MT.
 - **BSA – Scott**
 - **Back Country Horseman (new) – Heath.** Has a contact and hasn't been able to catch up and work out the details.
 - Wounded Warrior Hunts – not going to pursue
 - **YMCA – Francis.** New MOU, probably focusing on the water safety. Coordinate with/through Pam
 - **Outdoor Alliance – Heather** has a contact and will proceed
 - **National Wild Turkey Federation** – old MOU. No expiration date, but it's 20 years old. **Allison** to coordinate update
 - **Girl Scouts** – Tennille to transfer to **Taylor**
 - **4-H – Tennille** to track this down. New
 - **Union Sportsman Alliance – Heather.** They're really interested in finding volunteer opportunities to volunteer at Corps projects. Their organization goal is making improvements to hunting access (and fishing). They have people excited to volunteer that don't have a place to do work. Rend Lake has worked with the local chapter, and had a good track record working with them. They bring labor, and frequently tools, and sometimes have outside funding
- NRM national conference PAC team participation, integration of partnership topics in other learning tracks.
 - To be held in 2021. Roseanna Burick is the lead on the whole thing. She's looking to recruit a co-chair. Either April or Sept. Possibly Indianapolis. Large room can hold 330 people.
 - Logistics for breakouts: 8 rooms of 40 people. This could be 8 tracks. (last year had 6). 2 concurrent Rec Tracks, 2 ES, 1 ECC, 1 Interp/ed... 2 cross-cutting
 - No "just partnership" track this time. Insert partnership topics and success stories into other business lines. Ex: Handshake into cross-cutting, Volunteer management into Rec track (or cross-cutting)
 - Best attended topics in Norman
 - Building Partnerships: 42

- Federal Highways
 - Handshakes
- Fall meeting to-do: Set up a good amount of time to talk about coursework and topics
- Annual work plan updates – Heather updated – esp MOUs and Webinars
- Training/webinars- established monthly schedule
- **Economy act SOP development. Francis/Tennille** Get examples and comments from the process that Seattle has put together and draft national SOP, then send Heather to work through HQ chain
- NRM strategic plan meeting- PAC team input on stakeholder engagement. 2011 plan was done. Now being updated to combine Rec & ENS into one NRM plan. Heather is on the team. External stakeholders weren't involved in the last plan. Heather would like PAC input from for development and review. What key audiences: Marine Manufacturers Association, Recreational Boating and Fishing Association, Outdoor Industry Association, Public Lands Alliance, Tribal Alliance for Native American Recreation, Water Safety – Coast Guard Auxiliary or Boat US, State agencies? State park directors association? Forest Services and USFWS, NRPA, Wildlife Society, Association of State Boating Administrators, Tourism Associations (national/regional/large chamber of commerce organization), MOUs, Sierra Club, Nature Conservancy, is there a national organization that supports recreation opportunities for minorities? Association of Fish and Wildlife Agencies
- Site tour with partners to view partnership projects
- 1:00 – 5:00 EIP award ceremony

ACTION ITEMS:

- **Scott:** MOU/MOA exercise for PROSPECT class
- **Scott:** track down Fall FY21 dates for PROSPECT Philadelphia DO/Blue Marsh
- **Francis:** track down Spring FY21 dates for PROSPECT Allatoona/Carters
- **Heather:** Follow up with Ginny/Dena on NRM assessment on how to get a “No Entries” status list and/or a comment box “why don't you have partnerships”?
- **Everyone-** outreach to District/MSC to get projects who typically don't submit partnership data
- **Heath-** Update Handshake instructions with changes discussed
- **Taylor-** Update EIP/Volunteer spreadsheets
- **EVERYONE:** Partnerships Newsletter **DUE BY JULY 15**
 - **Allison** – LRB – Mount Morris

- Sig – MVP?
- Francis – SAS – Hartwell? Thurman?
- Heather – NRM Assessment and value
- Taylor – value of volunteer run visitor centers
- Taylor – Volunteer OF 301a/b training/cheat sheet
- Heath & Heather – Partnership Mentor Program. Heath to draft up a go-by for Omaha, Heather to work with IWR about outreach and public involvement
- EVERYONE: work in districts and divisions to encourage participation in Public Lands Alliance annual workshop
- National MOUS:
 - Scott: Ruffed Grouse
 - Scott: Boy Scouts
 - Sig: Trout Unlimited
 - Heath: Back Country Horsemen
 - Francis: YMCA
 - Heather: Outdoor Alliance
 - Taylor: Girl Scouts:
 - Tennille: 4-H
 - Allison: Wild Turkey Federation
 - Heather: Union Sportsmen Alliance
- Tennille/Francis: Economy Act SOP. EVERYONE: Submit existing district SOPs to Heather as reference for developing national Economy Act SOP