



Constructing a Targeted Implementation Schedule

Supporting information for Section III.E of the One Watershed, One Plan - Plan Content Requirements

Once your planning group has gone through the process of determining the practice types, locations, and timing needed to achieve watershed goals, the next step is to organize this information into an implementation schedule. This schedule gives structure to the implementation of your watershed plan, connecting plan activities to measurable goals.

The purposes of the implementation schedule are to: clearly indicate an intended pace of progress for achieving the goals, support development of shorter term work plans and budgets for the planning partners, and to support budget requests to the state. The schedule should be supported by maps indicating the location(s) of the targeted activities.

The schedule will likely take the form of a table but may also include narrative portions. The required elements of the implementation schedule are detailed in Section III.E of the *One Watershed, One Plan - Plan Content Requirements*. To ensure these requirements are met, some suggested column headers for your implementation table are given below:

- **Implementation action** – a very brief description of the activity itself (Requirement #1)
- **Location** – where the action will occur (Requirement #2)
- **Lead LGU** - who is ultimately accountable for seeing the project through? Several LGUs may provide support for a given activity, but designating a single responsible party increases the likelihood of success and provides an important element of accountability for your planning group. (Requirement #3)
- **Supporting Entities** - additional LGUs, NGOs, and other state or federal agencies that will assist the Lead LGU in executing plan activities. The specific roles of the Lead LGU and supporting entities, and the strategies they will use carry out the implementation actions, will be described in a detailed narrative in the Implementation Programs portion of your watershed plan. (Requirement #3)
- **Estimated cost** - your implementation schedule should allow you to estimate a total dollar figure for plan implementation. Requirements for outlining specific funding sources are described in detail in Section II.G.3 of the 1W1P Plan Content Requirements. (Requirement #4)
- **Timeframe** - the implementation schedule should provide a detailed order of events within the 10-year plan period to guide management actions. At a minimum, your timeline should be broken into 2-year increments but can be more specific (i.e. 1-year). These increments give specificity to your schedule and support budget requests to the state. (Requirement #5)
- **Measurable output** - countable projects, activities, services, or products you use to track progress toward achieving your goals. See also [Setting Measurable Goals](#). (Requirement #6)
- **Metric/Indicator** - the "measuring stick". See also [Setting Measurable Goals](#). (Requirement #6)

BWSR has created three sample spreadsheets to serve as a reference and a tool for your planning group as you construct your implementation schedule. The templates are not a required format; they simply show the minimum requirements for your implementation schedule. Your group is welcome to add elements to any of the templates or create an entirely new format that better suits your watershed and your plan.