



Hudson River Watershed Alliance

Watershed Group Capacity-Building Technical Assistance: Request for Applications

Project Summary: Watershed groups working in the Hudson River estuary watershed are invited to apply for this capacity-building technical assistance opportunity. We will select four watershed groups to work one-on-one with a facilitator from February-July 2025 to review elements of organizational development, plan for priority actions over the next 1-2 years by developing a strategic workplan, and, with support from Hudson River Watershed Alliance staff, implement one priority organizational development action. Our goal is that through this work, participating groups will be better equipped to achieve their local goals and improve organizational sustainability.

This opportunity is best suited for active watershed groups that are regularly meeting with a defined group of members or stakeholders. Applicants will be asked to identify a team of 5-6 people from their watershed group that are committed to participating in the strategic workplan facilitation process. Each individual participating in this process should expect to commit a total of at least 6-8 hours to meetings and 3-5 hours to work outside of meetings in the period from February-July 2025. This time would be separate from and in addition to participating in regular watershed group meetings. (See below for more details about the process.)

This is an application for technical assistance from the Hudson River Watershed Alliance. No funding or match is required from participants. Participants will commit their time to support the process.

Application Deadline: Complete the [Google Form application](#) by close of business on Thursday, January 30, 2025.

For more information: See the [program website here](#). We will hold an informational webinar on Thursday, January 9 from 1-2 pm to present the program and answer questions ([register here](#)).

Eligibility: This opportunity is for watershed groups working within the Hudson River estuary watershed. The Hudson River Estuary Program's Boundary is shown in this [PDF map](#), [web map](#), and on the interactive [Hudson Valley Natural Resource Mapper](#).

For the purposes of this project, a watershed group is defined as a collective of people that are working together locally to protect a specific watershed. Watershed groups in any organizational form are eligible, including those that are structured as nonprofits, ad hoc community groups, intermunicipal councils, or working with fiscal sponsors. To be eligible, the watershed group must identify the team of 5-6 people who will be participating in this process.

This program is supported by funding from the Hudson River Estuary Program, New York State Department of Environmental Conservation, with support from the New York State Environmental Protection Fund, in cooperation with NEIWPC.



Technical Assistance Details: From February-July 2025, each of the four participating watershed groups will work one-on-one with a facilitator to develop a 1-2 year strategic workplan. Groups will be assigned to either Karen Strong from [Strong Outcomes, LLC](#) or Julia Solomon from [Shadbush Consulting, LLC](#), based on geographic location, watershed group mission or programmatic focus, capacity-building priorities, etc.

This process will start by reviewing the elements in the [Organizational Development Checklist](#) with each participating watershed group.¹ Each facilitator will work directly with the watershed group to develop a 1-2 year strategic workplan. *The strategic workplan is not a full strategic plan.* The process will help groups articulate their specific goals, consider which strategies can move them towards their goals, and build consensus around priority actions to take over the next two years. These actions will be documented within the workplan. The strategic workplan process and product will include both programmatic and organizational capacity-building actions and priorities.

Through this facilitation process, each participating watershed group will select one capacity-building priority action to be implemented during the February-July timeframe, with support from Hudson River Watershed Alliance staff. This project will be based on the priority of the action to achieve watershed group goals, the ability of Hudson River Watershed Alliance staff to produce the deliverable within the budget and timeline available, and the availability of the watershed group to work with Hudson River Watershed Alliance staff on its implementation. Projects may include improving financial systems, grant capacity, external communications systems, organizational structure/defining roles, outreach event support, etc. Additional time from one or more people from the watershed group will be needed to implement the capacity-building project with Hudson River Watershed Alliance staff, with the specific contact(s) and time commitments to be determined based on the project selected.

Application Process: Watershed groups should complete the [Google Form application](#) by close of business on Thursday, January 30, 2025. Within the application, applicants will be asked to answer a series of questions to help us understand their interest in this support, along with any current capacity-building priorities and needs. A list of questions within the application form is available [here](#).

Once eligibility is confirmed, applications will be scored by a team from the Hudson River Watershed Alliance and Hudson River Estuary Program based on the group's readiness to work on organizational development and capacity-building, the timeliness of this opportunity to accomplish next steps, and the fit of the challenges for this technical assistance opportunity. Priority will be given to watershed groups that have met regularly within the past year. A list of scoring criteria is available [here](#). Participants will be selected and announced by early February, for a mid-February project kick-off.

For more information: If you have any questions about the application process or the technical assistance opportunity, contact Emily Vail, Executive Director, Hudson River Watershed Alliance, at emily@hudsonwatershed.org.

¹ This checklist was created by River Network and the Hudson River Watershed Alliance, with funding from a Hudson River Estuary Program grant, specifically for Hudson River watershed groups. The checklist was informed by feedback from watershed groups as part of the May 2024 Watershed Roundtable and responses to the Organizational Assessment survey.