



## Watershed Characterization & Planning Workshop: Worksheet 3

Many locally led efforts are already in progress. This worksheet is designed to help **people or groups that are currently working on watershed characterizations or plans** reflect on your planning process and identify key actions to strengthen and advance your work.

Please review each statement and circle the number that best reflects your opinion for each:

**1-strongly disagree 2-disagree 3-neutral 4-agree 5-strongly agree ?-don't know**

As you finish each section, reflect on some next steps you might take based on your responses.

Laying the Groundwork						
We are clear whether our watershed characterization or plan is <b>reactionary</b> (responding to a problem), <b>anticipatory</b> (preparing for a known change), or <b>exploratory</b> (no specific driver).	1	2	3	4	5	?
We have identified existing planning documents, studies, and data sets that might help us identify watershed conditions and community needs and help to inform our planning process.	1	2	3	4	5	?
We are clear how this project complements previous characterization or planning efforts.	1	2	3	4	5	?
We have a defined scope of work for the planning effort, including an understanding of our motivation for the work ( <b>anticipatory, reactionary, exploratory</b> ), focus (including known issues or concerns, geographic scope, clear timelines, adequate budget, and data needs/gaps).	1	2	3	4	5	?
We understand the type of contracted or skill-based capacity needed to accomplish the work we are setting out to do (e.g., technical consultants, project manager, neutral facilitator)	1	2	3	4	5	?
We have the appropriate capacity dedicated to writing, editing, and managing review of our watershed characterization or plan.	1	2	3	4	5	?
<i>What do the answers to these questions tell us about next steps?</i>						
Working with Partners and Communities						
Our process represents diverse people and constituencies that have an interest in our watershed or waterbody, and understand what they might stand to gain from participating in the process.	1	2	3	4	5	?
We have a public engagement plan with goals, communication, and outreach strategies, which include what you're doing and why and gathering information about community values and other information important to our planning process (e.g., observations, recreation, cultural resources).	1	2	3	4	5	?
<i>What do the answers to these questions tell us about next steps?</i>						



<b>Prepare to Implement (Characterization)</b>						
We know how we might use the characterization once complete.	1	2	3	4	5	?
Our watershed characterization helps us (or will help us) understand watershed conditions, information gaps, and community priorities that can guide next steps.	1	2	3	4	5	?
We have (or will have) key messages and an outreach plan to let people know about the characterization and watershed conditions.	1	2	3	4	5	?
<i>What do the answers to these questions tell us about next steps?</i>						
<b>Prepare to Implement (Plan)</b>						
We have a process established for identifying and prioritizing projects that fit with goals and objectives.	1	2	3	4	5	?
We have (or plan to have) identified specific projects, resource needs, and timelines.	1	2	3	4	5	?
We identified (or will identify) project champions to advance implementation and have a system for accountability.	1	2	3	4	5	?
We have (or will have) an outreach plan to let people know about the plan and projects, and to communicate progress to those who are interested.	1	2	3	4	5	?
We have (or will have) a plan and process for monitoring and assessing progress, and adjusting the plan as necessary.	1	2	3	4	5	?
<i>What do the answers to these questions tell us about next steps?</i>						

What is the first thing you will do when you get back to your home or office?

Adapted from Strategic By Nature, Inc by Strong Outcomes LLC. This self-assessment is modeled after the “Watershed Planning Wheel” and other planning resources and experience with inventory, characterization, and planning processes.