

April 9, 2018 DVRPC Philadelphia, PA

Agenda

- 10:00 AM: Welcome & Introductions
- 10:15 AM: Work Group Purpose and Proposed Meeting Schedule
- 10:30 AM: Work Group Operating Procedures
- 10:50 AM: Brainstorm Structure for Help Desk
- 11:30 AM: Brainstorm Additional Work Group Members
- 11:40 AM: Updates from Work Group Members
- 12:10 PM: Meeting evaluation
- 12:15 PM: Lunch

The 9-County DVRPC Region



The DVRPC Team



Christina Arlt



Patty Elkis



Kim Korejko



Chris Pollard

Introductions

- Your Name
- Your Title
- Your Organization
- What excites you most about this group

Work Group Purpose and Proposed Meeting Schedule

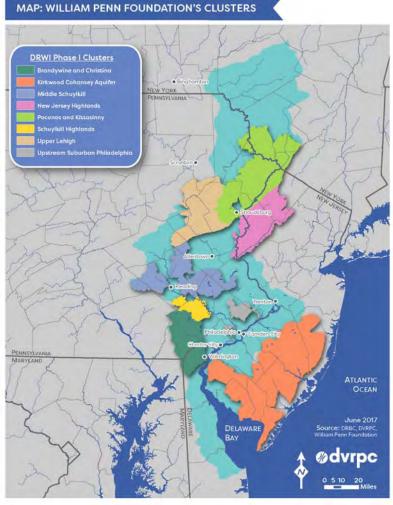
What is the DRWI Data, GIS, and Modeling Work Group?



Delaware River Watershed Initiative (DRWI)

www.4states1source.org





Work Group History

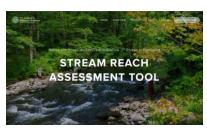
- Convened by Natural in 2016
- Conducted survey of group in Dec 2016-Jan 2017
- DVRPC applied for WPF funding in July 2017
- Approved at WPF's November 2017 Board Meeting
- Approved by DVRPC's Board in December 2017

Work Group Purpose

- The group will:
 - prioritize data needs,
 - share knowledge,
 - expand capacity, and
 - collaborate to provide technical mapping, modeling, and spatial analysis assistance to the William Penn Foundation's Delaware River Watershed Initiative

What will the DRWI Data/GIS/Modeling Work Group do?

- Meet up to eight times (some virtual)
- Host up to four educational webinars





- Make maps for nonprofits doing work in the Delaware River Watershed
- Prioritize recommendations for additional Delaware River watershed data sets and/or modeling analysis, as well as future Work Group activity

Work Group Meeting Schedule

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Work Group Meeting Schedule: 2018

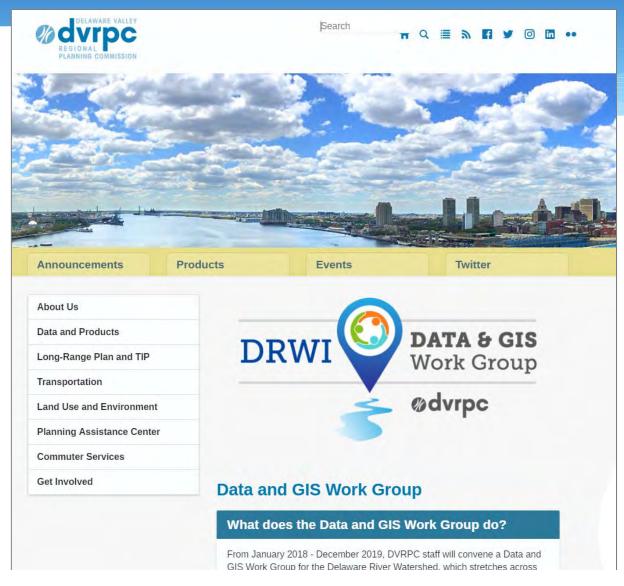
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DRWI Data/GIS/Modeling Work Group convenes at least 6 times (some virtual meetings)												
Create system to compensate cohort members for responding to "Helpdesk" requests Create prioritized agenda and meeting schedule for 24-month cohort trial period Create cohort operating rules Identify external to DRWI cohort members for inclusion Conduct post-meeting evaluations												
Responding to Help Desk Requests												
Work Group convenes to improve WikiWatershed enduser awareness, understanding, and ability to use this central DRWI tool												
Work Group convenes to improve Stream Reach Assessment Tool (SRAT) end-user awareness, understanding, and ability to use this central DRWI tool												
Interim Report Due												

Work Group Meeting Schedule: 2019

							2019						2020
		Q1			Q2			Q3			Q4		Q1
	January	February	March	April	May	June	July	August	September	October	November	December	January
DRWI Data/GIS/Modeling Work Group convenes at least 6 times (some virtual meetings)													
Responding to Help Desk Requests													
Work Group convenes to review GIS data availability and prioritize recommendations for investing in the provision of additional basin datasets and/or modeling analysis required to conduct the highest level of DRWI mapping and spatial analysis to improve DRWI effectiveness. • Create factsheet about where Delaware Basin data and recommended models/GIS analysis can be found • Provide prioritized Basin data and GIS analysis/modeling needs recommendations for investments to Clusters and Coordinating Committee members.													
Work Group convenes up to 2 additional meetings and/or webinars on subjects of shared priority interest (TBD) to the cohort.													
Work Group reflects on 18-22 months of activity and brainstorms/prioritizes group recommendations for future cohort activities and funding to maintain cohort momentum. Convene and facilitate cohort to jointly agree on cohort's future prioritized scope of work and funding request Submit agreed scope of work and budget to potential funders to facilitate cohort's continuation													
Final Report Due													

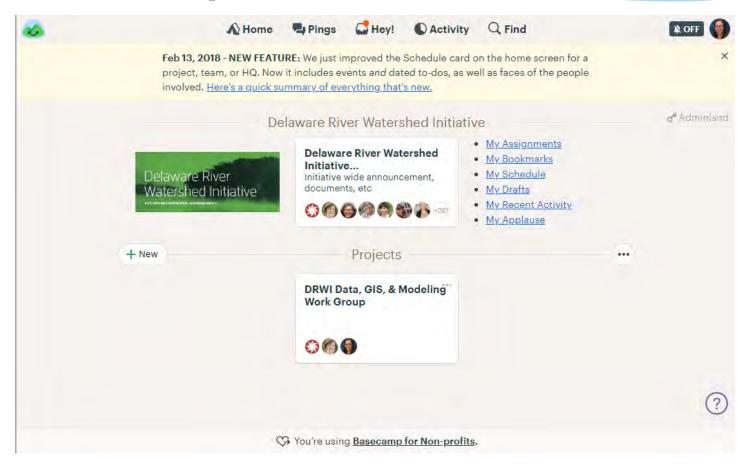
Work Group Operating Procedures

https://www.dvrpc.org/waterquality/ DataGIS/



Basecamp

www.basecamp.com



Funding

- \$90,000: Stipends to other organizations
 - Participation in Work Group meetings
 - Hosting Webinars
 - Making maps

Proposed Stipend Structure

Type	\$ per meeting
Participating in Person	\$175
Participating Virtually	\$125

Feedback? Thoughts? Comments?

W-9 Form

- For non-governmental employees only
- Social Security Number (SSN) if the check should go to YOU
- Employer Identification
 Number (EIN) if the check
 should go to your
 EMPLOYER
- irs.gov/pub/irs-pdf/fw9.pdf

Form W-9
(Rev. November 2017)
Department of the Treasu

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

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1 Name (as shown on	your income tax return). Name is re	equired on this line; do	not leave this line blan	k		
2 Business name/disre	garded entity name, if different fro	m above				
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Note: Check the : LLC if the LLC is another LLC that is disregarded fro	empany. Enter the tax classification appropriate box in the line above to classified as a single-member LLC is not disregarded from the owner in the owner should check the app	or the tax classification that is disregarded from for U.S. federal tax pur	of the single-member in the owner unless the poses. Otherwise, a si	owner. Do not check cowner of the LLC is ngle-member LLC that	code (if a	
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- 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- 2.1 am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- 3. I am a U.S. citizen or other U.S. person (defined below); and
- 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Signature of U.S. person ►

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/Form/V9.

Purpose of Form

An individual or entity (Form W-B requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (TIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

. Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- . Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- . Form 1099-C (canceled debt)
- . Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Cat. No. 10231X Form W-9 (Rev. 11-2017)

Brainstorm Structure for Help Desk

What types of maps/modeling will be requested?

 furthering and supporting implementation of the DRWI Phase 2 Cluster Plans

DRWI Phase II Kickoff: April 4, 2018



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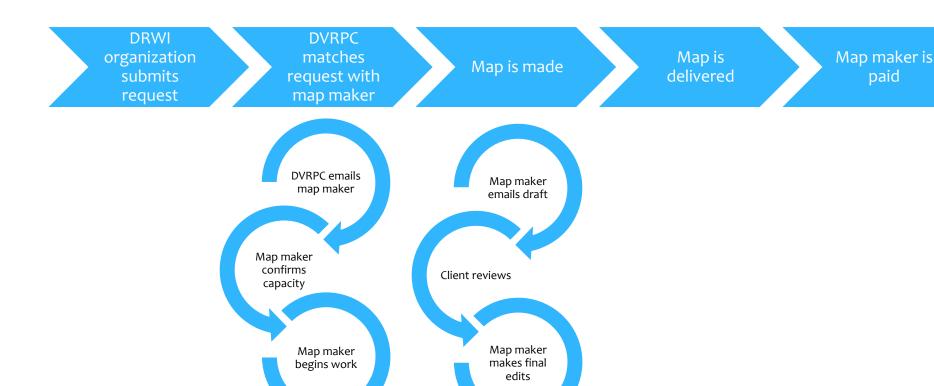
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Brainstorm Structure for the "Help Desk"



Who will make the maps?

Work Group Participants!

Call for Submissions



Call for Submissions Delaware River Watershed Initiative (DRWI) GIS Services Delaware Valley Regional Planning Commission

Delaware Valley Regional Planning Commission (DVRPC) seeks Geographic Information Systems (GIS) services including data compilation, analysis, and mapping for the Delaware River Watershed Initiative (DRWI) (www.4states1source.org). The services provided by the selected pool of GIS professionals will support nonprofits working to improve water quality in the Delaware River Watershed through land management, land protection, and stormwater management solutions. Preference will be given to organizations currently involved in the DRWI. DVRPC will partner with the GIS professionals and be their primary contact.

TENTATIVE TIMELINE	< /
Call for Submissions:	May 4, 2018
Deadline for Submissions:	June 4, 2018, 10:00 AM
Selection of GIS professionals:	Week of June 25, 2018

Submission Information

Please submit your response via email to xxx@dvrpc.org by 10:00 AM EST on Monday, June 4, 2018. Please note that file sizes must be under 25 MB. Acceptable file types are .pdf. .doc, and .docx. Any submissions after the deadline or that .do not meet the instructions outlined may be deemed disqualified and may not be considered for award.

Project Background and Purpose

With funding from the William Penn Foundation. DVRPC is convening a Data, GIS, and Modeling Work Group [Work Group] from across the Delaware River Watershed [https://www.dvrpc.org/waterguality/DataGIS/]. The purpose of the Work Group is to prioritize data needs, share knowledge, expand capacity, and collaborate to provide technical mapping, modeling and spatial analysis assistance to support the DRW]. DVRPC is seeking to identify a pool of qualified GIS professional[s] to provide mapping and spatial analyses in the Delaware River Watershed, which includes portions of New York, New Jersey, Pennsylvania, and Delaware. Specifically, the mapping will prioritize the needs of nonprofit organizations working in eight clusters of subwatersheds listed below (see Attachment A. William Penn Foundation Clusters Map) by providing them

an opportunity to access high quality mapping and GIS services in their efforts to improve water quality:

- Poconos-Kittatinny
- Upper Lehigh
- New Jersey Highlands
- Middle Schuylkill
- Schuylkill Highlands
- Upstream Suburban Philadelphia
- Brandywine-Christina
- Kirkwood Cohansey Aquifer

Scope of Services

The services will allow nonprofit organizations working in the eight clusters described above to have access to high quality mapping and GIS services in support of their various land management, preservation, and restoration efforts to improve water quality. Maps that may be requested may range from base maps to spatial analysis, and DVRPC is therefore open to working with GIS professionals with a range of technical skills, from standard solid cartography for base maps to more complex spatial analyses.

Data sets could include:

- property owner/parcels
- · land use, zoning, and other planning data
- land cover
- water features
- impervious cover
- soils
- topography
- geology
- · water quality data
- political boundaries
- protected open space,
- Cluster and Focus Areas
- Stream Reach Assessment Tool (SRAT) (https://www.streamreachtools.org/) and/or
- data from http://www.pasda.psu.edu/uci/SearchResults.aspx?Keyword=DRWI. among others.

Deliverables

Deliverables will include map package files for the final maps and data analysis as well as display-quality maps, capable of being printed at high resolution on ARCH 36" wide, if necessary. All final electronic files (including shapefiles, mxg files and pafs) are to be delivered to DVRPC. All data sources must be appropriately credited. Any digital datasets are to be fully documented with metadata detailing source data and methods of developing final data products.

Desired Qualifications

- Demonstrated experience conducting basic to advanced spatial analysis of vector and raster data and managing, maintaining, and populating spatial databases.
- Demonstrated facility in working with and integrating GIS data from a wide range of sources and in various formats pertaining to biological, geological, and physical features. Experience with these data in New York, New Jersey, Pennsylvania, and Delaware.
- · Experience with the DRWI
- Demonstrated experience creating display-quality maps for non-technical audiences
- · Demonstrated ability to meet deadlines.
- Experience with online collaborative and data-sharing platforms, such as ArcGIS
 Online, Basecamp, and GoogleDrive.
- Two or more years' professional experience.
- · Local presence in Delaware River Watershed and/or Greater Philadelphia.
- Conservation planning experience.
- Experience with WikiWatershed (https://wikiwatershed.org/).
- Availability during the project term: July 2018 December 2019.

Submission Instructions

Please submit one document (.pdf, .doc, or .docx) that includes:

- A cover letter, demonstrating understanding and capacity to provide the services requested in the time frame indicated, along with the primary contact information (phone, email and address) and availability for a phone call (1 page maximum);
- List of staff to work on project with their billable rates (one page);
- Current resume(s) including titles, responsibilities, education, project experience and time periods, including audiences/clients (2 page maximum per resume);
- Description of any work completed for the Delaware River Watershed Initiative (DRWI) and/or the eight clusters described in the "Purpose" section (2 page maximum);
- · Description of capabilities related to:
 - a hardware,
 - software (e.g., ArcGIS or QGIS) and any relevant extensions for advanced GIS analysis, and
 - printing/plotting (one page maximum);
- Three sample maps utilizing one or more datasets described in "Scope of Services," including a description of the effort (6 page maximum including maps); and
- Three professional references with contact information, indicating relevant projects of similar size and scope, including project completion dates (one page maximum).

Review Process and Selection Criteria

Responses to the Call for Submissions will be reviewed by DVRPC staff. Responses will be evaluated against the Desired Qualifications, as described above, DVRPC reserves the

right to select GIS professionals and assign work in a manner that best meets the needs of DVRPC and this project

Use of Existing Documents and Data

During the project, any documents provided to the GIS professionals by DVRPC or other DRWI partners including, but not limited to, GIS data, drawings, reports and maps, whether in hard copy or in electronic form, shall remain the property of DVRPC or DRWI partner organization and shall be returned to DVRPC or the partner no later than when the final map is delivered. The GIS professionals shall maintain the confidentiality of such documents and data. The GIS professionals shall only use such documents for the purposes contemplated in the scope of work and for no other purpose whatsoever. No information shall be provided to any third party without the prior written consent of DVRPC.

About Delaware Valley Regional Planning Commission

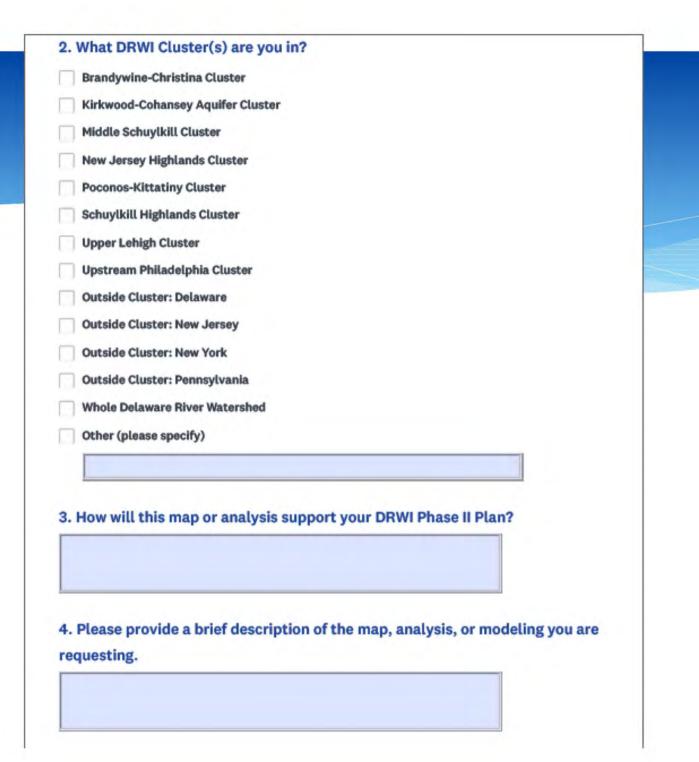
Serving the Greater Philadelphia area since 1965, DVRPC works to foster regional collaboration in creating and maintaining a livable, sustainable, and economically competitive region covering our nine counties: Bucks, Chester, Delaware, Montgomery, and Philadelphia counties in Pennsylvania, and Burlington, Camden, Gloucester, and Mercer counties in New Jersey. These nine counties together comprise over 3,800 square miles with land use that varies from the dense urban core of Center City Philadelphia to the open rural areas of the New Jersey. Pinelands, DVRPC staff works with local and state representatives, nonprofits, and many other partners to improve transportation, promote smart growth, protect the environment, and build the economy.

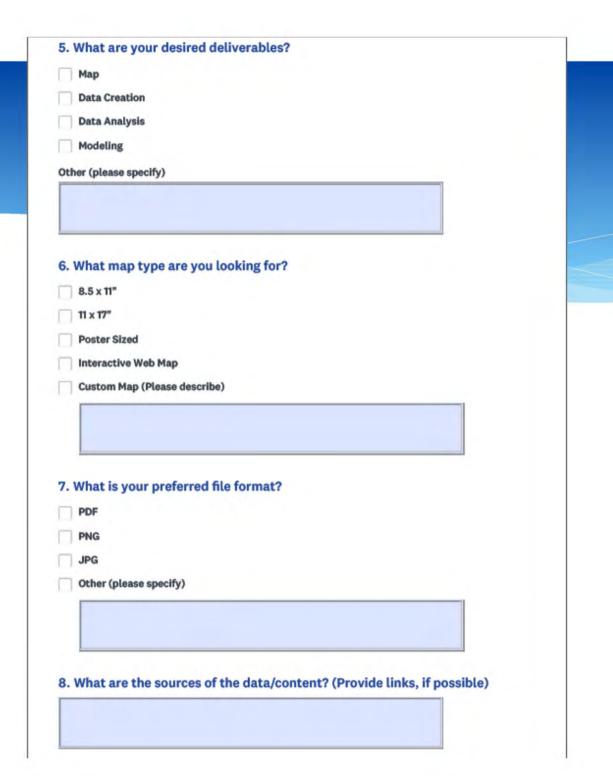
DVRPC is the federally designated Metropolitan Planning Organization (MPQ) for the greater Philadelphia region. DVRPC sponsors and conducts studies, assists member planning agencies, and provides a forum for interagency cooperation and public input into funding decisions.

Feedback? Thoughts? Comments?

The Help Desk Request Form







days		to review ma	p requests a	ınd match you	imum of ten busines I with a DRWI GIS
Date /	Time				
10. If	you have addit	tional comme	ents or ques	tions, please e	enter them below.

Who can ask for maps?

- anyone who is a member of the DRWI Basecamp group (~290 people)
- anyone who works for an organization that is represented on the DRWI Basecamp (even if that person is not a Basecamp member)
- organizations whose logos are shown
 on http://4states1source.org/about/#partners

Delaware River Watershed Initiative Partners



























































































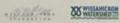














Feedback? Thoughts? Comments?

Brainstorm Additional Work Group Members

Brainstorm Additional Work Group Members

- Who is missing from within the DRWI?
- Who is missing from outside the DRWI?

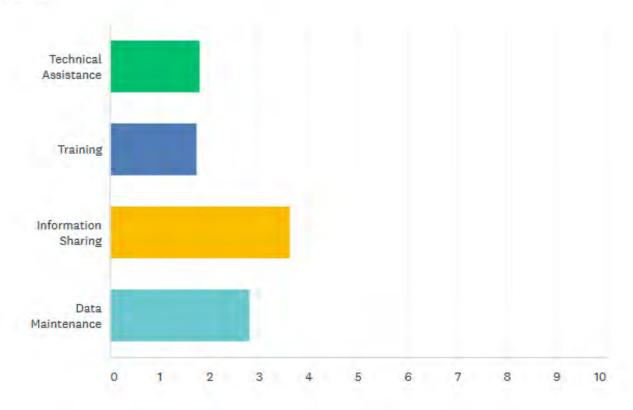
Organization Academy of Natural Sciences of Drexel University Audubon Pennsylvania Berks Nature Brandywine Conservancy Center for Land Use & Sustainability @ Shippensburg University Center for Land Use and Sustainability, Shippensburg University Chesapeake Bay Program Chesapeake Commons Chester County Water Resources Authority Consultant to Pinchot Delaware Highlands Conservancy Delaware River Basin Commission Delaware Riverkeeper DVRPC Eastern Delaware County Stormwater Collaborative Environmental Protection Agency, Region 3 French and Pickering Creeks Conservation Trust Green Valleys Watershed Association Heritage Conservancy Institute for Conservation Leadership Limno National Fish and Wildlife Foundation Natural Lands Natural Resources Defense Council New Jersey Audubon NJ Audubon NJ Conservation Foundation NJ Highlands Coalition Open Space Institute Partnership for the Delaware Estuary Penn State University Pennsylvania Land Trust Association Pinchot Institute Pinchot Institute for Conservation Shippensburg University South Jersey Land & Water Trust Stroud Water Research Center Tech Impact Temple University The Nature Conservancy The Nature Conservancy Pennsylvania The Nature Conservancy, NJ **Trout Unlimited** University of Delaware University of Vermont US EPA Region 3 **US Geological Survey** Villanova Villanova University Widener University Wildlands Conservancy Wildlands PA William Penn Foundation

Updates from Work Group Members

Survey Results

Please rank the following activities in the proposed project, with (1) as most useful to you/your organization/your work and (4) as least useful.

Answered: 17 Skipped: 0



Most Requested Information Sharing Activities

- 1. Regular updates from other WPF grantees specializing in data creation or modeling, such as Data Architecture Panel, Shippensburg University, University of Vermont, Stroud Water Research Center, and Academy of Natural Sciences, DRWI Outcome Metrics Committee(s) from DRWI clusters
- 2. Online space for document sharing, datasharing, etc.
- 3. Identification of best practices from within the Delaware River Watershed and facilitated shared learning with Work Group members

Updates

- Any updates you would like to share with the group?
 - Projects
 - Data Sets
 - Upcoming events of interest

Meeting Evaluation

Evaluations



Meeting Date: April 9, 2018

	Help us find out what w	orked	and w	hat did	n't wo	k abo	ut today's meeting
1. Ple	ease rate the overall q	uality	ofth	e Wo	rk Gr	oup	meeting.
		1	2	3	4	5	
	Low qualit	уС	0	0	C	0	High quality
2. W	s the Work Group mo	eting					time?
		1	2	3	4	5	
No	a valuable use of my tim	e C	C	C	0	C	Excellent use of my time
3. WI	nat did you like best a	bout	the W	ork (Group	me	eting?
4. WI	nat could have been in	mpro	veda	bout	the W	ork (Group meeting?
5. Do							Group meeting? I would help us achieve
5. Do the	you have suggestion e group's objectives?	s for	the V	Vork (Group	otha	
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Please join us for lunch!

Thank you!

https://www.dvrpc.org/waterquality/DataGIS/

For more information, contact:

Christina Arlt, AICP

carlt@dvrpc.org

215-238-2890