

Biennial Strategy Review System: Logic Table and Work Plan

Instructions: The following Logic Table should be used to articulate, document, and examine the reasoning behind your work toward an Outcome. Your reasoning—or logic—should be based on the Partnership’s adaptive management [decision framework](#). This table allows you to indicate the status of your management actions and denote which actions have or will play the biggest role in making progress.

Some Management Strategies and Work Plans will not immediately or easily fit into this analytical format. However, **all GITs should complete columns one through four** to bring consistency to and heighten the utility of these guiding documents. The remaining columns are recommended for those who are able to complete them. If you have any questions as you are completing this table, please contact SRS Team Coordinator Laura Free (free.laura@epa.gov).

The instructions below should be used to complete the table. An example table is available on the [GIT 6 webpage](#) under “Projects and Resources”.

1. For the first round of strategic review (2017-2018): Use your existing Work Plan actions to complete the **Work Plan Actions** section first. Make sure to number each of the actions under a high-level Management Approach, as these numbers will provide a link between the work plan and the logic table above it. Use color to indicate the status of your actions: a **green** row indicates an action has been completed or is moving forward as planned; a **yellow** row indicates an action has encountered minor obstacles; and a **red** row indicates an action has not been taken or has encountered a serious barrier.
2. **Required:** In the column labeled **Factor**, list the significant factors (both positive and negative) that will or could affect your progress toward an Outcome. The most effective method to ensure logic flow is to list all your factors and then complete each row for each factor. Consult our Guide to Influencing Factors (Appendix B of the Quarterly Progress Meeting Guide on the [GIT 6 webpage](#) under “Projects and Resources”) to ensure your list is reasonably comprehensive and has considered human and natural systems. Include any factors that were not mentioned in your original Management Strategy or Work Plan but should be addressed in any revised course of action. If an unmanageable factor significantly impacts your outcome (e.g., climate change), you might choose to list it here and describe how you are tracking (but not managing) that factor.
3. **Required:** In the column labeled **Current Efforts**, use keywords to describe existing programs or current efforts that other organizations are taking that happen to support your work to manage an influencing factor but would take place even without the influence or coordination of the Chesapeake Bay Program. You may also include current efforts by the Chesapeake Bay Program. Many of these current efforts may already be identified in your Management Strategy; you may choose to link the keywords used in this table to your Management Strategy document for additional context. You may also choose to include some of these efforts as actions in your work plan; if you do, please include the action’s number and hyperlink.
4. **Required:** In the column labeled **Gap**, list any existing gap(s) left by those programs that may already be in place to address an influencing factor. These gaps should help determine the actions that should be taken by the Chesapeake Bay Program through the collective efforts of Goal Implementation Teams, Workgroups, and internal support teams like STAR, or the actions that should be taken by individual partners to support our collective work (e.g., a presentation of scientific findings by a federal agency to a Chesapeake Bay Program workgroup). These gaps may already be listed in your Management Strategy.
5. **Required:** In the column labeled **Actions**, list the number that corresponds to the action(s) you are taking to fill identified gaps in managing influencing factors. Include on a separate line those approaches and/or actions that may not be linked to an influencing factor. To help identify the action number, you may also include a few key words. Emphasize critical actions in **bold**.
6. **Optional:** In the column labeled **Metric**, describe any metric(s) or observation(s) that will be used to determine whether your management actions have achieved the intended result.
7. **Optional:** In the column labeled **Expected Response and Application**, briefly describe the expected effects and future application of your management actions. Include the timing and magnitude of any expected changes, whether these changes have occurred, and how these changes will influence your next steps
8. **Optional:** In the column labeled **Learn/Adapt**, describe what you learned from taking an action and how this lesson will impact your work plan or Management Strategy going forward.

Toxics Policy and Prevention Logic Table and Work Plan

Primary Users: Goal Implementation Teams, Workgroups, and Management Board | **Secondary Audience:** Interested Internal or External Parties

Primary Purpose: To assist partners in thinking through the relationships between their actions and specific factors, existing programs and gaps (either new or identified in their Management Strategies) and to help workgroups and Goal Implementation Teams prepare to present significant findings related to these actions and/or factors, existing programs and gaps to the Management Board. | **Secondary Purpose:** To enable those who are not familiar with a workgroup to understand and trace the logic driving its actions.

Reminder: As you complete the table below, keep in mind that removing actions, adapting actions, or adding new actions may require you to adjust the high-level Management Approaches outlined in your Management Strategy (to ensure these approaches continue to represent the collection of actions below them).

Long-term Target: Continually improve practices and controls that reduce and prevent the effects of toxic contaminants below levels that harm aquatic systems and humans. Build on existing programs to reduce the amount and effects of PCBs in the Bay and watershed. Use research findings to evaluate the implementation of additional policies, programs and practices for other contaminants that need to be further reduced or eliminated.

Two-year Target: Completion of performance targets related to key actions

KEY: Use the following colors to indicate whether a Metric and Expected Response have been identified.

Metric	Specific metrics have not been identified
	Metrics have been identified
Expected Response	No timeline for progress for this action has been specified
	Timeline has been specified

WORK PLAN ACTIONS

Green - action has been completed or is moving forward as planned **Yellow** - action has encountered minor obstacles
Red - action has not been taken or has encountered a serious barrier

Action #	Description	Performance Target(s)	Responsible Party (or Parties)	Geographic Location	Expected Timeline
Management Approach 4: Science					
4.1	Refine and improve understanding of PCB sources to improve the Conceptual Model of	Complete information gathering and develop a guidance document on best practices for effective implementation	TCW		Further work on trackdown study ongoing. Possibility of a PCB consortium on trackdown and resources in fall 2018 in coordination with Baltimore Urban Waters

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Action #	Description	Performance Target(s)	Responsible Party (or Parties)	Geographic Location	Expected Timeline
	fate in the environment to inform mitigation options	of PCB track down studies in the TMDL context			Partnership (If PCB Consortium goes forward, a new 5 th factor and management approach will be added to the logic table/workplan)
		Through the review of the NATA report, and atmospheric deposition studies in Delaware and Anacostia, determine the need for further investigation of atmospheric sources of PCBs, characterization of PCB concentrations in atmospheric deposition to the watershed and Bay, and determine the significance of these sources for bioaccumulation in fish.			
		Communicate results of research study investigating the PCB content of wastewater biosolids and effluent	UMBC USGS		
4.2	Inform status and changes in environmental conditions through the use of the 1668 congener-based analytical method,	Identify barriers and opportunities related to more frequent use of EPA 1668 for contaminated sites, wastewater and regulated and unregulated stormwater dischargers as a screening tool (as is underway in VA) or for a targeted subset of permittees.			

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Action #	Description	Performance Target(s)	Responsible Party (or Parties)	Geographic Location	Expected Timeline
	communicate lessons learned from innovative monitoring devices, and assess changes over time through the TMDL implementation plan progress	Encourage use of the high-sensitivity congener-based methods to analyze PCBs to ensure that PCB sources are being characterized accurately when such characterization can help with source identification			
		Communicate innovative monitoring tools for PCB sampling (such as high-volume suspended sediment, diffusion samplers, and mussels as an indicator of bioaccumulation)	USGS UMBC FWS		
		Inventory and update TMDL implementation plans and monitoring progress, (methods used)	TCW; MDE, VA DEQ, DOEE, PA DEP		
4.4	BMP Effectiveness for removal of Toxic Contaminants	Communicate results of project that investigated amount of PCB reduction across range of BMPs, and their association with land use and industrial sources	Chesapeake Stormwater Network and TCW		
		Explore feasibility of including qualitative scoring tools into BMP implementation scenarios in Phase 6 CAST.			

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Action #	Description	Performance Target(s)	Responsible Party (or Parties)	Geographic Location	Expected Timeline
		Investigate the impact of Stormwater Best Management Practices (BMPs) on PCB loadings to waterways.	MDE		
		Investigate enhancements of media in stormwater controls to promote removal of toxic contaminants	UMCP, UMBC		
		Estimate the potential toxic contaminant reduction associated with the implementation of BMPs for sediment and nutrient reduction under the Chesapeake Bay TMDL.	TCW		

Definitions:	
EPA	U.S. Environmental Protection Agency
DE DNREC	Delaware Department of Natural Resources and Environmental Control
DOEE	District of Columbia Department of Energy and Environment
MDE	Maryland Department of the Environment
MD DNR	Maryland Department of Natural Resources
NYS DEC	New York State Department of Environmental Control
PA DEP	Pennsylvania Department of Environmental Protection
VA DEQ	Virginia Department of Environmental Quality
WV DEP	West Virginia Department of Environmental Protection
USGS	U.S. Geological Survey
FWS	U.S. Fish and Wildlife Service
UMCES	University of Maryland Center for Environmental Science
UMBC	University of Maryland Baltimore County
NOAA	National Oceanic and Atmospheric Administration
USDA	U.S. Department of Agriculture
NRCS	National Resource Conservation Service
DoD	U.S. Department of Defense
USACE	U.S. Army Corps of Engineers
DOT	Department of Transportation
SRBC	Susquehanna River Basin Commission
CBP	Chesapeake Bay Program Partnership
CBPO	Chesapeake Bay Program Office
WQGIT	Water Quality Goal Implementation Team
STAC	Scientific and Technical Advisory Committee
MB	Chesapeake Bay Program's Management Board
PSC	Chesapeake Bay Program's Principles' Staff Committee
WIP	Watershed Implementation Plan
TMDL	Total Maximum Daily Load
NATA	National Air Toxics Assessment
DAT	Chesapeake Bay Program Diversity Action Team
HSCD	EPA Hazardous Site Cleanup Division
TSCA	Toxic Substance Control Act
PMP	Pollution Minimization Plan

ASTSWMO	Association of State and Territorial Solid Waste Management Officials
CSN	Chesapeake Stormwater Network