

# UHVNHA Management Action Plan Development Process

- Consultant Team Work
- UVHNHA Review
- Park Service Review
- Final Submission

			Month:	October					November				December				January				February				March				April			May & Beyond																																								
			Week Ending:	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	5	12	19	26	5	12	19	26	2	9	16	23	30																																						
<b>Volume I: UHVNHA Management Action Plan</b>																																																																								
<b>Front Matter</b>			Est. Pages																																			Who?																																		
Transmittal Letter Signed by Trustees			12	Team																																																																				
Cover and Other Format Standards																																																																								
Stand-Alone Map (Reflects Base Map and Selected Speciality Maps)																																																																								
Inside Cover																																																																								
Endorsement Letters																																																																								
Table of Contents																																																																								
<b>CHAPTER 1 - Prologue: Introducing the Upper Housatonic Valley National Heritage Area</b>																																																																								
What is an NHA?			12	EC																																																																				
Affirmation of National Significance																																																																								
Overview of Historic Themes/Major Supporting Resources/Partnerships																																																																								
Accomplishments to Date																																																																								
Organizational Structure, Boundaries and Map																																																																								
Purpose of the Management Action Plan																																																																								
Brief: Executive Summary			8	Team																																																																				
<b>CHAPTER 2 - Raw Materials: Appreciating the UHVNHA's Bounty</b>																																																																								
Natural, Recreation and Scenic Character and Resources			16	EC																																																																				
Historic and Cultural Character and Resources																																																																								
Economic and Social Character and Resources																																																																								
Stewardship Organizations and Resources																																																																								
<b>CHAPTER 3 - Forge: Putting It All Together</b>																																																																								
Housatonic Heritage's Framework for Action			12	EC																																																																				
· Mission																																																																								
· Goals and Objectives																																																																								
· Vision																																																																								
· Interpretive Themes/Intent																																																																								
· Audiences																																																																								
<b>CHAPTER 4 - Bloom: Striking while the Iron is Hot</b>																																																																								
Housatonic Heritage's Implementation Plan			24	Team																																																																				
· Strategies and Time Line																																																																								
· Staffing and Finances																																																																								
· Program Policies																																																																								
· Partnership Guidelines																																																																								
· Success Metrics																																																																								
<b>CHAPTER 5 - References and Acknowledgements</b>																																																																								
List - Works and Web Sites			4	Team (JL to Compile)																																																																				
List - UHVNHA Board of Trustees																																																																								
List - UHVNHA Honorary Trustees																																																																								
List - UHVNHA Staff																																																																								
List - NPS Contacts																																																																								
List - Supporting Organizations																																																																								
Grant Acknowledgement																																																																								
Special Recognition																																																																								
List - Consultants																																																																								
List - Image credits																																																																								

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<b>Back Matter</b>																																		
Notes	4	Team with JL																																
Inside Back Cover																																		
Back Cover		Graphics																																
Unallocated pages for placement as needed	8																																	
<b>VOLUME II: Appendices</b>																																		
Volume II Covers (front and back, plus inside front and back) and Dividers	12	JL																																
Appendix 1: Enabling Legislation	4	JL																																
Appendix 2: Letters of Support and Other Local Endorsements	40	HH																																
Appendix 3: Planning Process/Discussion of Alternative Approaches	4	EC/TG																																
Appendix 4: Scoping Activity, Partipants and Public Comments	12	EC/TG/HH																																
Appendix 5: List of Natural and Historic Resources	8	JL																																
Appendix 6: Feasibility Analysis	96	HH																																
Appendix 7: Environmental Assessment Findings	60	EC/TG																																
Appendix 8: Acronyms and Definitions	2	EC/TG																																

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## MEETINGS/CONSULTATION

- UHVNHA Board Meeting
- NPS/HH/ESI/HD Coordination Calls
- Public Meetings/Outreach/Input Opportunities
- 1 Review Goals/Vision and Develop Draft Alternatives
- 2 Conduct Web Survey on Aspects of Alternatives to Inform EA
- 3 Obtain Public Comment on Detailed Alternatives
- 4 Obtain Public Comment on Environmental Implications of Alternatives
- 5 Conduct Web Survey on Environmental Implications of Alternatives
- 6 Obtain Public Input on Preferred Alternative
- 7 Invite Public Review of Draft EA/MAP
- Request Agency Review and Consultation
- Develop Draft Plan Distribution Strategy

## MILESTONES

- File Notice of Intent to Prepare Management Plan
- Submit MAP Draft Chapter 3 and Post on Web
- Submit EA Draft Chapter 1: Purpose and Need
- Submit Draft Descriptions of Alternatives/Post on Web
- Submit EA Draft Chapter 2: Alternatives (less findings/preferred)
- Submit MAP Draft Chapter 2
- Submit EA Outline, Methodology for Assessing Impacts and Consultation List
- Submit MAP Draft Chapter 1
- Submit MAP Draft Chapter 4
- Submit MAP Draft Chapter 5
- Submit EA Draft Chapter 3: Environmental Implications of Alternatives
- Submit Documentation of Agency Review and Consultation
- Submit Complete Draft EA for Internal Review
- Issue Notice of Availability of Draft EA and MAP
- Issue FONSI or Publicize Need for EIS
  
- Complete NPS/DOI Review/Approval
  
- Revise/Publish Final MAP

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