

**Association of State Floodplain Managers
Training and Outreach Committee Work Plan**

2014 Update

Updated August 2014 by
2014-2015 Co-Chairs
Jen Marcy
Heidi Carlin

Table of Contents

1.0	Overview.....	3
2.0	2014-2015 Tasks.....	4
3.0	Ongoing Tasks:	7

1.0 Overview

The Training and Outreach Committee is focused on providing opportunities for members to raise awareness about flood risk and mitigation of flood risk.

As part of the ASFPM Multi-Year training strategy, the committee shares the vision of developing and coordinating a consistent and comprehensive training curriculum and delivery system for floodplain managers in order to reduce flood damages in the nation and protect and enhance natural and beneficial functions of the nation's floodplains. We also recognize the need for multi-media outreach to our members and other organizations as part of the implementation of an effective risk communication plan.

We continue to promote and work towards these five general goals:

1. Promote the training and outreach libraries.
2. Support effective risk communications.
3. Deploy Floodplain Management courses in coordination with ASFPM and states/chapters/associations.
4. Increase communication about training opportunities across the states through membership and chapters.
5. Support opportunities for using multi-media to raise flood awareness.
6. Integrate public education and outreach resources.

2.0 2014-2015 Tasks:

Task 1: Assist ASFPM with updating <i>National Flood Programs and Policies in Review</i>	
Task Leader (Support): Jen Marcy and Heidi Carlin	
Approximate Start/End Date: July 2014 – April 2015	Approximate # Hrs to Complete: Unknown
Detailed Task Description: Provide comment from T&O Committee Members on the policies related to training, outreach, risk communications, and related topics in Sections E, Q, R, S, T, V, and X of the National Flood Programs and Policies in Review.	
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) None	
Completion Schedule: To be complete April 2015.	
Deliverables: Comments due September 2014.	
Other Necessary Support or Resources: None	
Approximate Direct Cost to Complete: (Labor and Non-Labor) None	
Approval Process: (Does The Task Require Board Approval?) None	
Assumptions: None	
Updated by/ Date: Jen Marcy: 7/14	Approved By/ Date:

Task 2: Provide a platform for the sharing of best practices in training and risk communications by hosting at least two webinars with invited speakers/presenters on relevant flood risk communication/training topics.	
Task Leader (Support): Jen Marcy and Heidi Carlin	
Approximate Start/End Date: July 2014 – June 2015	Approximate # Hrs to Complete: Unknown
Detailed Task Description: Using a list of known presenters/topics, Committee will reach out to presenters for use during T&O Committee calls/webinars, which are held quarterly.	
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Committee would like to obtain a list of T&O related presentations that were not accepted for ASFPM conference.	
Completion Schedule: 2014-2015.	
Deliverables: None.	
Other Necessary Support or Resources: None	
Approximate Direct Cost to Complete: (Labor and Non-Labor) None	
Approval Process: (Does The Task Require Board Approval?) None	
Assumptions: None	
Updated by/ Date: Jen Marcy: 7/14	Approved By/ Date:

Task 3: Assist in the updating of the NFIP 101 Course used at the ASFPM Conference.	
Task Leader (Support): Jen Marcy and Heidi Carlin	
Approximate Start/End Date: July 2014 – June 2015	Approximate # Hrs to Complete: Unknown
Detailed Task Description: Using a list of known presenters/topics, Committee will reach out to presenters for use during T&O Committee calls/webinars, which are held quarterly.	
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Committee would like to obtain a list of T&O related presentations that were not accepted for ASFPM conference.	
Completion Schedule: 2014-2015.	
Deliverables: None.	
Other Necessary Support or Resources: None	
Approximate Direct Cost to Complete: (Labor and Non-Labor) None	
Approval Process: (Does The Task Require Board Approval?) None	
Assumptions: None	
Updated by/ Date: Jen Marcy: 7/14	Approved By/ Date:

3.0 Ongoing Tasks:

Task 1: Continue to coordinate with ASFPM Executive Office on the training and outreach libraries	
Task Leader (Support): New lead to be identified	
Approximate Start/End Date: Ongoing	Approximate # Hrs to Complete: Unknown
Detailed Task Description: Continue updating and promoting the training library by working with Kait at EO	
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) None	
Completion Schedule: Ongoing	
Deliverables: Continue to find more items to add to these libraries as they become available; continue to promote the libraries to seekers of outreach and floodplain management training.	
Other Necessary Support or Resources: None	
Approximate Direct Cost to Complete: (Labor and Non-Labor) None	
Approval Process: (Does The Task Require Board Approval?) None	
Assumptions: None	
Updated by/ Date: Jen Marcy: 8/13	Approved By/ Date:

Task 2: Coordinate with other organizations on flood risk reduction	
Task Leader (Support): New lead to be identified	
Approximate Start/End Date: Ongoing	Approximate # Hrs to Complete: Unknown
Detailed Task Description: Coordinate with other organizations to gain awareness for flood risk education programs and courses available for ASFPM use, including local flood programs, State chapters, FEMA and other federal agencies, and other non-profit organizations	
Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin) Need to determine what kind of information is out there	
Completion Schedule: Ongoing	
Deliverables: Provide links and information on risk reduction on the ASFPM website; provide potential course materials to ASFPM training coordinator	
Other Necessary Support or Resources: None	
Approximate Direct Cost to Complete: (Labor and Non-Labor) None	
Approval Process: (Does The Task Require Board Approval?) Any courses that ASFPM presents to the public would be reviewed and approved by the Board	
Assumptions: None	
Updated by/ Date: Jen Marcy - 8/2013	Approved By/ Date: