



**US Army Corps
of Engineers**

Albuquerque District



State of New Mexico
Interstate Stream Commission

Public Involvement Plan for the Upper Rio Grande Basin Water Operations Review and Environmental Impact Statement

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ACRONYMS

BOR	Bureau of Reclamation
CEQ	Council on Environmental Quality
CFR	Code of Federal Regulations
COE	U.S. Army Corps of Engineers
EIS	environmental impact statement
FR	Federal Register
JLA	joint lead agencies
NEPA	National Environmental Policy Act
NMISC	New Mexico Interstate Stream Commission
NOA	Notice of Availability
PIP	Public Involvement Plan
ROD	Record of Decision

1.0 INTRODUCTION

1.1 PROJECT BACKGROUND

The U.S. Army Corps of Engineers (COE), the Bureau of Reclamation (BOR), and the New Mexico Interstate Stream Commission (NMISC), as joint lead agencies (JLA), are initiating a review of river and reservoir operations in the Upper Rio Grande Basin. The Upper Rio Grande Basin Water Operations Review and Environmental Impact Statement (Review) could result in changes to the JLA's water operations or to the processes for making decisions about these operations. The Review is expected to culminate in a comprehensive strategy for conducting future water operations. The National Environmental Policy Act (NEPA) process will provide the vehicle for that Review. The primary emphasis of this review will be consideration of changes that can be implemented within the agencies' existing authorities.

The data generated and information gathered during the Water Operations Review, scheduled to take place over a five-year period, will become the basis for developing alternative water operations and evaluating their impacts. An environmental impact statement (EIS) will be prepared jointly by the JLA to comprehensively address any proposed actions and all reasonable alternatives. This EIS is referred to as the Water Operations Review EIS and will be prepared to ensure compliance with NEPA, Council on Environmental Quality (CEQ) regulations (Title 40, Code of Federal Regulations [CFR], Parts 1500–1508) which implement NEPA, the COE NEPA regulations (33 CFR Part 230), BOR NEPA regulations (45 FR 47944 [7/17/80] as amended by 48 FR 17151 [4/21/83]), Department of Interior manual 516 DM 1–7, and all other applicable federal and state environmental legislation.

This Public Involvement Plan (PIP) covers JLA public involvement activities in connection with the Water Operations Review process. It is important to recognize this PIP is a dynamic document to provide guidance and represent the basic need for and intent of the public involvement process.

1.2 NEED FOR PUBLIC INVOLVEMENT

Growing and diversifying demand for water has created a need for a review of water storage and delivery and flood control operations. A review of the operation of the river and reservoir system may provide ways to increase system efficiency, flood control, improve riverine and riparian conditions, or accommodate new requirements. More comprehensive and updated NEPA and Endangered Species Act compliance is needed for river and reservoir operations.

The JLA recognize the public as an additional partner to assist them in ensuring that thorough, comprehensive identification and assessment of issues and needs result from the Water Operations Review. Public involvement is part of an effort to obtain relevant, useful information that the agencies might not otherwise have. This information-gathering process will also assist in identifying and focusing upon issues to be analyzed in the EIS.

The successful completion of a public involvement program to support the Water Operations Review's overall objectives will result in increased credibility, trust, and confidence in the JLA's ability to work with other agencies; tribal, state, and local governments; interest groups; and the general public in an open, equitable, environmentally responsible way.

1.3 ORGANIZATION OF THIS DOCUMENT

This PIP is organized in four sections. Following this Introduction, Section 2.0 outlines the program's management approach. Section 3.0 describes strategy for public involvement and information and suggests approach, tactics, and tools. It is followed by Section 4.0, Implementation.

2.0 PUBLIC INVOLVEMENT PROGRAM MANAGEMENT APPROACH

2.1 MANAGEMENT TEAM

The overall management approach to successful plan implementation is based on a cooperative effort of a Management Team consisting of COE, BOR, and NMISC project managers, supported by technical and public affairs staff. A contractor will be engaged to assist in conducting the public involvement program. The Management Team will have responsibility for implementing the PIP strategies and tactics.

The Management Team will also be represented on the project's Interdisciplinary NEPA Team, which will be composed of COE, BOR, NMISC, and other agency, contractor, and stakeholder personnel who represent various issues and technical areas that are critical for the success of the Water Operations Review.

2.2 INTERESTED AND AFFECTED PUBLIC

The interested/affected public will be sought out and encouraged to actively participate in the Water Operations Review. They will be asked to provide the external perspective that will make the Review and related documents thorough and responsive to the needs and concerns of those who may be impacted by the proposed action, both now and in the future. The public will be provided with opportunities to provide comments (to the Management Team points-of-contact) on Review issues and areas of concern at meetings and through other available means, such as telephone calls and in writing.

(For more information on other committees who will be participating in the Water Operations Review, see the *Work Plan for the Upper Rio Grande Basin Water Operations Review*, January 2000.)

2.3 NATIVE AMERICAN TRIBAL AND PUEBLO INVOLVEMENT

The JLA recognize the sovereignty of tribes and pueblos in the affected area and the BOR's responsibility to protect Native American trust assets. The agencies will initiate a government-to-government relationship with the Native American tribes and pueblos in the affected areas. Review project managers will actively seek Native American involvement in the Water Operations Review by providing interactive briefings for each affected tribal and pueblo government on a regular basis. The agencies will also request to participate in Native American-sponsored meetings as appropriate and requested (including those of each tribe or pueblo or of organized Native American groups, such as the All Indian Pueblo Council, the National Tribal

Environmental Council, the Eight Northern Indian Pueblos Council, Inc., and the Ten Southern Pueblos Governors Council, Inc.) to provide and gather information on the Review.

The tribes and pueblos in the affected area that will be targeted for specific involvement activities are Alamo Navajo Chapter; To'Hajiilee Chapter (formerly Cañoncito Navajo Chapter); Jicarilla Apache Tribe; and the Pueblos of Acoma, Cochiti, Isleta, Jemez, Laguna, Nambe, Picuris, Pojoaque, San Felipe, San Ildefonso, San Juan, Sandia, Santa Ana, Santa Clara, Santo Domingo, Taos, Tesuque, Ysleta del Sur, Zia, and Zuni.

2.4 MEDIA OUTREACH

Contractor support staff, with input and assistance from project managers, will identify appropriate, relevant occasions (such as Review kick-off, publication and availability of newsletters, local meetings, scoping, report and document availability, etc.) during the course of the Review for regional and local media involvement. Involvement could include issuance of press releases, media advisories, backgrounders, and interview opportunities. Contractor support staff will identify and suggest the opportunity, messages, approaches, and target media to the Review project managers as questions arise, participation opportunities occur, and milestones are accomplished. Press kits consisting of approved existing and new materials will be produced and provided to the media throughout the Review process. Upon concurrence, the Management Team will take these recommendations for implementation and follow-through. Project communication of significant importance to elected and appointed officials will be coordinated to ensure the media are contacted only after any formal notifications have taken place.

3.0 PUBLIC INVOLVEMENT PROGRAM APPROACH

This section sets forth the goals, tactics, and strategies to inform and involve interested and affected agency personnel, elected officials, Native American tribes and pueblos, interest groups, and the unaffiliated general public. It acknowledges that seeking public input for decisions made by the JLA on modifications to its water operations will enhance the value of the Water Operations Review. It is further acknowledged that Rio Grande water management is complex and confusing to the public. JLA communication with the public on how decisions are made can be improved.

3.1 GOALS OF PUBLIC INVOLVEMENT PLAN

The goals of this public involvement program foster opportunities for public involvement and information that will result in comprehensive technical studies and documentation, followed by eventual implementation of an alternative that improves upper Rio Grande basin river and reservoir operations. Implementation of the PIP will enable the interested and affected public to gather information from agencies conducting the Review and encourage their participation in the decision-making process. A primary goal of public involvement in the Water Operations Review is to strengthen public trust and build consensus for decisions made throughout the entire Water Operations Review process.

In support of this goal, the JLA will:

- Educate and inform the public to clearly identify and explain the roles and responsibilities of the agencies involved in water operations;
- Explain that the JLA are reviewing their water operations procedures and are seeking assistance from the public in identifying potential effects, concerns and better ways to conduct water operations;
- Communicate how water operations are conducted now and why they are under review;
- Proactively engage Native American tribal and pueblo governments throughout the Review process;
- Allow for a flexible approach to provide opportunities for interested and affected members of the public to identify issues and alternative solutions that could be analyzed in the decision-making process;

- Establish boundaries of the project and limit discussion to topics that are the subject of the Water Operations Review;
- Ensure that public input is effectively conveyed to members of the project team;
- Provide a mechanism for the public to track its input—issues, comments, and their resolution;
- Ensure the public understands how its input will be used and considered as part of the process; and
- Satisfy NEPA requirements, including environmental justice considerations under Executive Order 12989, “Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations,” and Indian Trust Assets and Sacred Sites statutory requirements.

3.2 TARGET AUDIENCES

There is a broad diversity of audiences—organizations as well as individuals—that have an interest in and may be affected by the Water Operations Review. The JLA seek to involve organizations, individuals, and interest groups that have not previously been extensively involved in water management operations, in addition to those organizations that have traditionally been actively involved. Identified constituent audiences and entities that will be specifically targeted for involvement in the public involvement activities will include:

- Property owners within the floodplain;
- Agricultural interests;
- Acequias;
- Conservancy districts (Middle Rio Grande Conservancy District, Elephant Butte Irrigation District, El Paso County Water Improvement District #1, Conejos Water Conservancy District, etc.);
- Recreational users;
- Business interests (whitewater outfitters, concessionaires, etc.);
- Native American tribes and pueblos;

- Academia (University of New Mexico, New Mexico State University, New Mexico Institute of Mining and Technology, University of Texas at El Paso);
- Environmental groups;
- News media;
- Federal agencies;
- State agencies;
- Elected officials (federal, state, and local);
- Municipal water managers and rate payers;
- Appointed and elected commissions and associations (for example Acequia Commission, Albuquerque Metropolitan Arroyo Flood Control Authority, Councils of Government, etc.); and
- General public.

These organizations' and individuals' interests often compete with each other on specific water management operations, so an open process is of key importance to ensure understanding and inclusion of all points of view during the Water Operations Review.

3.3 INFORMATION AND INVOLVEMENT STRATEGIES AND TACTICS

3.3.1 Strategies

The Management Team will take an aggressive approach to public information and involvement activities. Since the JLA share the belief that effective public involvement results in an improved analysis process and resulting document, the Team will actively solicit input from organizations and individuals who are indirectly as well as directly impacted by the actions that are analyzed in the EIS. Opportunities to reach a diverse population will be thoroughly researched for participation and information presentation occasions. In addition, individuals and organizations with a variety of points of view will be sought to participate on the Steering Committee.

Generally, methods used to accomplish information and involvement objectives will include (1) public participation opportunities and tools, (2) public access to the agencies, (3) proactive media relations, and (4) grass-roots relationship building. This effort will emphasize two-way communication by providing timely information from the JLA to the public while the public's needs and concerns are communicated back to the JLA.

Two levels of public involvement and participation will be incorporated. The first level of involvement will consist of JLA-sponsored informational opportunities targeted for people with general interest in the watershed but who may not be directly impacted by water operations. While interacting with this group of stakeholders, Management Team members will actively seek their input on additional participation opportunities, such as briefing opportunities for organizations to which the stakeholders belong, and ask for specific suggestions on ways to reach diverse populations. The first level of participation includes those who choose to be involved and informed by participating in public meetings, newsletters, mailings, phone calls, and through the media.

The second level of participation centers on maximization of existing relations and interfaces with individuals and groups with which the JLA have formed over the past several years and builds upon these established relationships. The JLA will also actively solicit representation of individuals and groups who have historically been affected by water operations management, such as agricultural groups, farmers, and ranchers. This level of participation would consist of members of the Steering Committee who reach out to groups in their local areas in order to present information about the project. It would include but not be limited to participating in conferences sponsored by interest groups; participating in regularly scheduled meetings of appropriate civic, business, or special interest groups; or at local government and commission meetings. Review Management Team members will actively seek interaction with and participation of Native American pueblos and tribes at individual governing council and chapter meetings and at Native American group functions such as those sponsored by the Eight Northern Indian Pueblos Council, Inc. and the Ten Southern Pueblos Governors Council, Inc.

Key to the success of the public involvement program is the Steering Committee's ability to provide to the JLA feedback on issues and concerns identified and expressed during such meetings, and from other sources, for possible inclusion in the Water Operations Review.

3.3.2 Tools

3.3.2.1 Key Messages

All of the JLA's interactions with the public and media should embody a consistent, credible one-voice/two-way communication approach.

These key messages will be contained in both spoken dialogue and in written information products. Key messages may include the following:

- The JLA seek to gather information and suggestions from the public, agencies, and interest groups on modifications and revisions to water operations for the Rio Grande Basin within existing authorities. Such input will assist JLA in activities such as formulating alternatives for analysis.
- Public participation is essential in determining the future of the water storage and delivery operations. The JLA want to ensure that the Water Operations Review addresses topics and concerns that are important to the people who will be affected by their decisions.
- The Water Operations Review is a team effort by JLA, supported by federal, state, local, and tribal cooperating agencies throughout the process.
- The Water Operations Review process will seek to balance diverse interests for water operations management.
- Government agencies have a responsibility to maintain an open process and consider all perspectives when contemplating an action. The agencies must also provide a thorough and objective analysis of relevant issues in order to ensure informed and responsible decisions.
- The JLA recognize the sovereign status of Native American tribes and pueblos and the federal responsibility to protect trust assets.

In addition, all dialogue with the Review's publics should communicate the following:

- Provide understanding of overall upper Rio Grande water operations and how various organizations' or agencies' actions in one part of the system affect another part;
- Clearly define/describe existing authorities of the JLA;

- Explain why water operations are necessary and describe the basic physical infrastructure as it currently exists;
- State problems with water operations now and describe vision for the future;
- Provide alternatives or proposed changes to which the public can react and provide input; and
- Demonstrate why participation is important to people who are indirectly affected and those who are directly affected by the Review.

3.3.2.2 Existing Projects and Groups

Management Team members will coordinate with managers of other projects within the basin and take advantage of scheduled and existing meetings, group functions, and relevant NEPA meetings. If a need is identified, the state of New Mexico would ask Federal, state, municipal, tribal, and activist groups to participate in focus groups to offer opportunities to interact with project participants to provide input on alternatives as the EIS process evolves and progresses. Other focus groups composed of special interest organizations may be formed to provide input on the Review process and river system as if a situation warrants.

Interested organizations will be surveyed to determine level of interest and desired participation in the EIS and involved accordingly.

3.3.2.3 Public Meetings and Workshops

A variety of public meeting methods will be used to engage the public, including town-halls, workshops, and open houses that will be facilitated and are conducted in a manner that meets overall objectives. The public will be provided with an opportunity to ask questions and discuss issues, thus gaining a better understanding of the scope of the Review. It also provides the JLA with a better understanding of public issues and concerns. Interpretation will be made available as needed, and appropriate accommodations will be made for other groups with special needs.

3.3.2.4 Media Interactions

The JLA will initiate a media information plan targeting local and regional press to complement public involvement activities. The purpose of the interactions would be to provide information and updates, help

educate reporters on the Review, promote and publicize opportunities for public participation, respond to questions, and counter misinformation when necessary. This enables the JLA to define and respond to issues, rather than having issues defined by and responded to by other organizations that may not have complete factual information. The Steering Committee and Management Team members will be asked to help identify interest in and opportunity for editorial board, op-ed placement, press releases, reporter meetings, and program appearances at each identified media outlet.

These opportunities should tie in to project milestones and could take place during the initiation of the Water Operations Review, prior to public meetings, at various forums in which information on the Review will be presented, such as those at conferences, civic group meetings, etc., newsletter, toll-free number and website availability, EIS Notice of Intent, alternatives under consideration, results of scoping, draft EIS Notice of Availability, and completion of the final EIS.

3.3.2.5 Printed Information Materials Mailings and Distribution

Several fact sheets, periodic newsletters, calendars of project events, and other activities related to Rio Grande Basin management will be developed for general distribution to those on the mailing list. The mailing list includes affected federal, state, and local elected and appointed officials; regulators; agencies; tribal officials; special interest groups; civic and business leaders; and interested private citizens. The mailing list will be continually updated by the contractor based upon additional interested parties identified at public meetings, briefings, conferences, etc.

Printed information materials will also be distributed to those who request information at appropriate conventions, workshops, seminars, and conferences and will be used during Review meetings.

In addition, civic and special interest groups will be asked to print information on the Review in internal newsletters and publications if policies permit.

3.3.2.6 Telephone Contacts

A toll-free number will be established for project managers to provide information to and accept feedback from the public on the Review. For example, comment cards or newsletters could be provided upon request.

3.3.2.7 Internet

The Internet sites for the JLA home pages and other agencies and organizations as identified could have links specifically to Water Operations Review information. The sites could be used for distribution of text and graphics files that are not extremely large. Additional information, schedules, copies of newsletters, newsclips, fact sheets, calendars, executive summaries of large documents, and answers to frequently asked questions could be included.

An e-mail address to which comments could be sent and a form to request inclusion in the mailing list (electronic and printed) could be established and included on the Web site. The Web site will be reviewed periodically for completeness and timeliness.

3.3.2.8 Briefings

Elected officials, agency representatives, pueblos and tribes, civic/special interest groups, environmental groups, and minority and low-income populations with an active interest in the Water Operations Review may be briefed at various times throughout the process. Opportunities to provide briefings to appropriate groups will be sought out by JLA project management support staff and will also be provided upon request, with the aim of identifying and responding to issues early and continuously. Participation in relevant, appropriate forums—on agendas of conventions, workshops, seminars, or conferences—will also be sought.

3.3.2.9 Other Presentation Materials

Easily transportable exhibits, slide shows, and other graphics will be developed to provide examples of the interrelated parts of the river system and show how changes can affect peoples' land or homes.

3.3.2.10 Formal Public Scoping and Hearings

As part of the Water Operations Review, an EIS will be prepared and NEPA requirements will be met. However, the intent of this plan is to go beyond regulatory requirements; therefore, the above activities will continue to be a part of the EIS public involvement process to the extent necessary and feasible. Public scoping meetings and public hearings will occur in accordance as stated in the *Work Plan for the Upper Rio Grande Basin Water Operations Review*, January 2000.

3.3.2.11 Comment Tracking System

A comment resolution tracking system will be established to ensure that public comments are received, categorized, logged, tracked, and responses provided. This will be performed using a public comment management database. Each piece of written correspondence or notes from the receiver of the comment will be submitted to the comment tracking system manager for disposition. Comments will be forwarded for review by technical staff if necessary, to “bracket” the discrete comments that need to be addressed. Each commentor and/or organization will be assigned an identification number that will be entered into the database. Then, each bracketed comment will also be assigned a number to ensure every comment has a two-part identification number. The comment will then be assigned to the appropriate technical or agency personnel for response. Responses will become part of the database to ensure consistency. The tracking system will require that appropriate agency personnel furnish documented responses to commentors and to the comment tracking system manager for inclusion in the database.

4.0 IMPLEMENTATION

Public Involvement Detailed Milestone Actions

Description	Start Date	End Date	Tools	Reference Page (section)
General				
Management Team interface	October 2000	December 2004 (project end)	In-person, teleconference	3 (2.1)
Incorporate key messages	October 2000	Project end	All as appropriate	9 (3.3.2.1)
Response to media inquiry	October 2000	Project end	In-person, teleconference	4 (2.4) 11 (3.3.2.4)
Response to tribal/organization/public inquiry	October 2000	Project end	In-person, teleconference	3 (3.2.6) 12 (3.3.2.8)
Develop mechanism for responding to and tracking all stakeholder input and responses	October 2000	Project end	Database	13 (3.3.2.11)
Toll free number, website availability	October 2000	Project end	Newsletter, press release, web	12 (3.3.2.6; 3.3.2.7)
Mail, media list update	October 2000	Project end	Database	11 (3.3.2.5)
Public involvement reports to technical teams	November 2000	Project end	Report	8 (3.3.1)
Provide internet newsclips monthly to identified project participants	December 2000	Project end	E-mail	12 (3.3.2.7)
Update Review website	December 2000	Project end	Provide to web manager	12 (3.3.2.7)
Provide a method to allow website users to “subscribe” to upcoming events calendar to receive notices about upcoming participation activities, presentations, tours and other information	January 2001	Project end		12 (3.3.2.7)
Identify and secure websites that have an interest in serving as a link to Review	January 2001	January 2001	Letters followed up by phone calls	12 (3.3.2.7)
Post Scoping				
Scoping summary report; technical team report	December 2000	December 2000	Report, web	8 (3.3.1) 12 (3.3.2.10)
Post scoping newsletter	January 2001	January 2001	Printed, mailed, handout, web	11 (3.3.2.5) 12 (3.3.2.10)
Post scoping briefings to civic/interest groups/ minority populations	February 2001	May 2001	Presentation, handouts, video	12 (3.3.2.8;9,10)
Media briefings, program appearances (reporters/editorial boards, local, regional); provide press kits	February 2001	May 2001	Press kits: background documents, B-roll, photos, captions, fact sheets, maps, timelines	11 (3.3.2.4) 12 (3.3.2.10)
Working through appropriate agency/POC, NM state legislature briefings	February 2001	March 2001	Presentation/testimony; mailings (fact sheets, newsletter, Review cards, website address)	12 (3.3.2.8; 9, 10)

Description	Start Date	End Date	Tools	Reference Page (section)
Tribal briefings (individually, also search for venues at inter-tribal organization meetings)	March 2001	July 2001	Presentation, fact sheets, newsletter, Review cards, website address	12 (3.3.2.8; 9, 10)
Working through appropriate agency/POC, CO state legislature briefings	April 2001	April 2001	Presentation/testimony, mailings	12 (3.3.2.8; 9, 10)
Working through appropriate agency/POC, TX state legislature briefings	May 2001	May 2001	Presentation/testimony, mailings	12 (3.3.2.8; 9, 10)
Develop survey and query activist groups; determine desired level of participation in EIS process; involve accordingly	May 2001	June 2001	Telephone, letter, meeting participation, document reviews, Review cards, website address	10 (3.3.2.2) 12 (3.3.2.10)
Working through appropriate agency/POC, provide briefings to NM, CO and TX Congressionals	June 2001	June 2001	Presentation, mailings	12 (3.3.2.8; 9, 10)
<i>Proposed Action and Alternatives</i>				
Newsletter on proposed action and alternatives, next steps in process	July 2001	July 2001	Printed, mailed, handout, web	11 (3.3.2.5) 12 (3.3.2. 9, 10)
Workshop on proposed action and alternatives, next steps in process	August 2001	August 2001	Review cards, website address, exhibit, newsletter, fact sheets	10 (3.3.2.3) 12 (3.3.2. 9, 10)
Participate as presenter or information resource at eight relevant meetings (enlist Steering Committee to help identify venues)	August 2001	December 2001	Presentation, Review cards, website address, fact sheets, newsletters, exhibit	12 (3.3.2.8, 9)
Newsletter on EIS activities/analysis process; consultation process	January 2002	January 2002	Printed, mailed, handout, web	11 (3.3.2.5) 12 (3.3.2.10)
Working in cooperation with appropriate agency/POC, provide letter updates to NM, CO and TX Congressionals; discuss consultation process	February 2002	February 2002	Letter, Review card, website address	11 (3.3.2.5) 12 (3.3.2.10)
Working in cooperation with appropriate agency/POC, provide letter updates to NM, CO and TX state legislators; discuss consultation process	February 2002	February 2002	Letter, Review card, website address	11 (3.3.2.5) 12 (3.3.2.10)
Tribal briefings (individually, also search for venues at inter-tribal organization meetings); discuss consultation process	March 2002	July 2002	Presentation, fact sheets, newsletter, Review card, website address	11 (3.3.2.5) 12 (3.3.2.9, 10)
Provide media briefing on Annual Operating Plan/ spring runoff and update on EIS at San Marcial	March 2002	March 2002	Briefing, update press kit materials	11 (3.3.2.4) 12 (3.3.2.9, 10)
Tour of Cochiti Dam; discuss alternatives appropriate to facility	May 2002	May 2002	Briefing, handouts	11 (3.3.2.4) 12 (3.3.2.10)

Description	Start Date	End Date	Tools	Reference Page (section)
Participate as presenter or information resource at eight relevant meetings (enlist Steering Committee to help identify venues)	June 2002	November 2002	Presentation, exhibit, Review cards, website address, fact sheets, newsletter	12 (3.3.2.8, 9, 10)
Newsletter on Cochiti Dam tour, San Marcial briefing, update on EIS process	July 2002	July 2002	Printed, mailed, handout, web	11 (3.3.2.5)
Media advisory/press release on EIS schedule, progress	January 2003	January 2003	Fax, web	11 (3.3.2.4) 12 (3.3.2.10)
Prepare op-ed on EIS, progress, schedule, out-years	February 2003	February 2003	Written information, web	11 (3.3.2.4) 12 (3.3.2.10)
Hold 3–4 public meetings on EIS progress, schedule, out-years	May 2003	August 2003	Presentation, Review cards, website address, fact sheets, newsletter, exhibits	10 (3.3.2.3) 12 (3.3.2.10)
<i>Pre-Draft</i>				
Identify, prepare, plan and implement 3–4 focus groups to prepare for response to Draft EIS if needed, design Draft EIS release public affairs strategy accordingly	September 2003	December 2003	Facilitator, analysis, implementation	10 (3.3.2.2) 12 (3.3.2.10)
Workshop on making the most of EIS comment opportunity	February 2004	February 2004	Facilitator, fact sheets, newsletter, web, exhibit	10 (3.3.2.3) 12 (3.3.2.10)
<i>Draft EIS Release</i>				
Implement Draft EIS release public affairs strategy <ul style="list-style-type: none"> ➤ Exhibits ➤ Fact sheets ➤ Hearing locations, format, script, materials ➤ Court reporters ➤ NOA ➤ Document distribution ➤ Briefings (Congressional, tribes, local, state elected officials, civic/interest groups/minority populations, media) ➤ Newsletter ➤ Press release, public service announcement, display ads on NOA, public hearings ➤ Public hearings ➤ Public hearing report 	January 2004	April 2004		12 (3.3.2.10)
<i>Post-Public Hearing</i>				
Press release	May 2004	May 2004	Fax, web	11(3.3.2.4) 12 (3.3.2.10)
Newsletter	June 2004	June 2004	Printed, mailed, handout, web	11 (3.3.2.5) 12 (3.3.2.10)

Description	Start Date	End Date	Tools	Reference Page (section)
<i>Final EIS Release</i>				
<ul style="list-style-type: none"> ➤ NOA ➤ Document distribution ➤ Briefings (Congressional, tribes, local, state elected officials, civic/interest groups/minority populations, media) ➤ Newsletter ➤ Press release, public service announcement, display ads on NOA 	October 2004	November 2004		11(3.3.2.4) 12 (3.3.2.10)
<i>Record of Decision</i>				
Press release on agencies' RODs	December 2004	December 2004	Fax	11(3.3.2.4) 12 (3.3.2.10)