POLICY COMMITTEE WORK PLAN
NO ADVERSE IMPACT COMMITTEE
Table of Contents

1.0 Overview ................................................................................................................................... 1-1
2.0 Task Outline .............................................................................................................................. 2-1
   2.1 Ongoing Work Items ................................................................................................................ 2-1
      2.1.1 Coordination ................................................................. 2-1.1
      2.1.2 Support for Development of NAI Training Materials 2-1.2
      2.1.3 Prepare Annual Reports and Work Plans .......................... 2-1.3
   2.2 2012 Work Items ................................................................................................................... 2-2
      2.2.1 Develop “How To” Guides ........................................... 2-2.1
      2.2.2 Revision of NAI Toolkit .............................................. 2-2.2
      2.2.5 Update the 5-Year Strategic Plan .............................. 2-2.3

3.0 Parking Lot of Work Items ......................................................................................................... 3-1

1.0 Overview

The No Adverse Impact Committee’s mission is to coordinate the development and integration of a new foundational concept for floodplain management. The No Adverse Impact (NAI) approach to floodplain management is a strategy to shape development in such a way that mitigates adverse impacts. The No Adverse Impact Toolkit defines seven areas where the NAI approach can be incorporated including Hazard Identification, Education and Outreach, Planning, Regulations and Standards, Mitigation Actions, Infrastructure, and Emergency Services. By incorporating NAI principles into these existing activities, flood risk can be drastically reduced. Activities undertaken to implement the committee mission include an expanding array of education and implementation tools for decision-makers and the development community at-large.

The current Co-Chairs are Christy Miller and Terri Turner. The Committee Liaison position is currently unfilled.

Section 2.0 of this Work Plan presents items for 2010-2011 (FY 2011) that are to be accomplished by this Committee and the work tasks required to complete these items. These items directly support the 2011-2012 ASFPM Goal 2.3: Expand the application of the NAI principles to watershed and community growth management approaches along with enhanced NAI Training.

Section 3.0 of this Work Plan presents items that the Committee would like to accomplish in the future, but are not actively being pursued at this time.
2.0 Task Outline

2.1 The NAI Committee has the following standard work items that are ongoing in nature:

1. Coordination with other ASFPM Committees and NAI Committee Members (including participation in periodic ASFPM Policy Committee Conference calls and retreats, attendance at the Annual Policy Committee Chair Meeting, and holding an Annual NAI Committee Meeting at the National Conference.)

   A. Participate and support the National Floodplain Functions Alliance. (2.2.5)

2. Co-chairs are key presenters of NAI training materials; support of NAI training and outreach efforts by the Executive Office, individual Committee members, the Committee at large, and ASFPM Chapters wishing to do specific NAI training.

3. Prepare Annual Reports and Work Plans as necessary.

2.2 The NAI Committee has identified three work items for 2011-2012. The work items include:

1. Develop “How to Guides” of NAI approaches for implementation by local officials or States (2.3.3)

2. Revision of the NAI Toolkit and continue integration of training with modules with Coastal NAI (Executive Office to lead; 2.3.2)

3. Update the 5-year Strategic Plan for the next generation of NAI – include expanding the application of NAI principles to watershed and community growth management approaches along with enhanced NAI training (2.3.1).

The following are detailed Task Summary Sheets for each of the above-noted tasks in the NAI Work Plan:
## Ongoing Work Items

### 2.1.1 Coordination with other ASFPM Committees and NAI Committee Members

<table>
<thead>
<tr>
<th>Task Title: Coordination</th>
<th>Task Leader:</th>
<th>Miller / Turner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approximate Start/End Date:</td>
<td>Approximate # Hrs to Complete:</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Ongoing</td>
<td>On-going</td>
<td></td>
</tr>
<tr>
<td>Detailed Task Description:</td>
<td></td>
<td>Organize and Lead Committee calls and Annual Committee Meeting; participate in Watershed POD calls, participate in Committee Chair Calls, and Annual Committee Chair Meeting.</td>
</tr>
<tr>
<td>Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin)</td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Completion Schedule:</td>
<td></td>
<td>NAI Committee calls (quarterly) Annual Committee Meeting (Annual Conference); Committee Chairs Call and Watershed POD Call (quarterly), Committee Chairs Retreat (once per year)</td>
</tr>
<tr>
<td>Deliverables:</td>
<td></td>
<td>Meeting Notes for NAI Committee calls and NAI Annual Committee Meeting</td>
</tr>
<tr>
<td>Other Necessary Support or Resources:</td>
<td></td>
<td>Executive Office to coordinate Conference Lines</td>
</tr>
<tr>
<td>Approximate Direct Cost to Complete: (Labor and Non-Labor):</td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Approval Process: (Does The Task Require Board Approval?):</td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Assumptions:</td>
<td></td>
<td>Assume NAI Committee calls are 20 people</td>
</tr>
</tbody>
</table>

Prepared by/ Date: Miller / Turner 8/2011

Approved By/ Date:
### 2.1.2 Support NAI Training and Outreach Efforts

<table>
<thead>
<tr>
<th>Task Title: Support Training and Outreach Efforts</th>
<th>Task Leader: Miller / Turner</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Approximate Start/End Date:</strong> On-going</td>
<td><strong>Approximate # Hrs to Complete:</strong> On-going</td>
</tr>
</tbody>
</table>

**Detailed Task Description:**
Provide support as needed for NAI Training and Outreach efforts

**Prerequisites Needed:** (Activities That Need To Be Performed Before This Task Can Begin)
NA

**Completion Schedule:**
On-going

**Deliverables:**
- Conduct self-supporting NAI workshops (NAI 101 – The Basics, NAI 201 – Use of the Toolkit, NAI - Legal, NAI - Negotiations for Floodplain Managers, NAI – Patchwork Quilt, NAI – Total Water Resources Management, NAI - Coastal and any other NAI Workshops developed by or for ASFPM) for everyone in the development community including attorneys, engineers, design professionals, elected officials, community decision makers, floodplain managers, stormwater managers, water quality managers, planners, zoning administrators, developers, realtors, insurance agents, community development staff, building officials, emergency management personnel and architects. (2.3)
- Coordinate with the Professional Development Committee to identify opportunities and funding for NAI trainings to be eligible for CEC’s through additional professional organizations (example: AICP continuing education hours)

**Other Necessary Support or Resources:**
N/A

**Approximate Direct Cost to Complete:** (Labor and Non-Labor)
NAI Training Budget as approved by Board

**Approval Process:** (Does The Task Require Board Approval?)
N/A

**Assumptions:**
That schedules and needs are communicated to the Executive Office.

**Prepared by/ Date:** Miller / Turner August 2011

**Approved By/ Date:**
2.2 2010 Work Items

2.2.1 Framework of NAI Implementation Needs

<table>
<thead>
<tr>
<th>Task Title: NAI “How To Guides”</th>
<th>Task Leader: Turner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approximate Start/End Date:</td>
<td>On-going</td>
</tr>
<tr>
<td>Approximate # Hrs to Complete:</td>
<td>On-going</td>
</tr>
<tr>
<td>Detailed Task Description:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Develop “How to Guides” of NAI approaches for implementation by local officials (2.3.3). Build on local and state examples of procedures, tools, and other items that are being utilized to implement NAI.</td>
</tr>
<tr>
<td>Prerequisites Needed:</td>
<td>Workplan prepared</td>
</tr>
<tr>
<td>Completion Schedule:</td>
<td>A basic template and format should be accomplished within 90 days after the Louisville conference.</td>
</tr>
<tr>
<td>Deliverables:</td>
<td>“How To Guides” of NAI approaches</td>
</tr>
<tr>
<td>Other Necessary Support or Resources:</td>
<td>Executive Office support</td>
</tr>
<tr>
<td>Approximate Direct Cost to Complete: (Labor and Non-Labor):</td>
<td>$$ ??</td>
</tr>
<tr>
<td>Approval Process: (Does The Task Require Board Approval?)</td>
<td>Yes</td>
</tr>
<tr>
<td>Assumptions:</td>
<td>The NAI Co-Chairs get support in compiling the work plan for the How To Guides and project has contract support.</td>
</tr>
<tr>
<td>Prepared by/ Date:</td>
<td>Miller / Turner</td>
</tr>
<tr>
<td>Approved By/ Date:</td>
<td>August 2011</td>
</tr>
</tbody>
</table>
### Task Title: NAI Toolkit Revision

<table>
<thead>
<tr>
<th>Task Leader:</th>
<th>Executive Office</th>
</tr>
</thead>
</table>

#### Approximate Start/End Date:
Conference 2010 - Conference 2012 or as directed by Executive Office

#### Approximate # Hrs to Complete:
- Task Leader - (Executive Office)
- Building Block leaders- (7 x 20) - 140

#### Detailed Task Description:
Update/revise the NAI Tool Kit (Published in 2003) (2.3.2)

#### Prerequisites Needed: (Activities That Need To Be Performed Before This Task Can Begin)
Contractor hired (Executive Office)

#### Completion Schedule:
Conference 2012 or as directed by the Executive Office

#### Deliverables:
1. Mark up of existing Toolkit
2. Prepare approach to update Toolkit

#### Other Necessary Support or Resources: N/A

#### Approximate Direct Cost to Complete: (Labor and Non-Labor):
As directed by the Executive Office.

#### Approval Process: (Does The Task Require Board Approval?)
Executive Office approval of suggested approach to updating Tool Kit.

#### Assumptions: N/A

### Prepared by/ Date: Miller / Turner August 2011

#### Approved By/ Date:
## Task Title: Develop a 5-Year Strategic Plan

<table>
<thead>
<tr>
<th>Task Leader:</th>
<th>Miller / Turner</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Approximate Start/End Date:</strong></td>
<td><strong>Approximate # Hrs to Complete:</strong></td>
</tr>
<tr>
<td>July 1, 2010 – Conference 2012</td>
<td>40</td>
</tr>
</tbody>
</table>

**Detailed Task Description:**
Collect information and opinions on updating the 5-year Strategic Plan (first completed in 2003) for the next generation of NAI – include expanding the application of NAI principles to watershed and community growth management approaches along with enhanced NAI training (2.3 and 2.3.1); Develop a Work Group to review the Plan.

**Prerequisites Needed:** (Activities That Need To Be Performed Before This Task Can Begin)
Facilitate meeting(s) of Engineering and Mapping, Stormwater, NBF, Mitigation and Coastal to develop Plan.

**Completion Schedule:**
Conference 2012

**Deliverables:**
Collection of information and recommendations on developing the Plan; final deliverable – 5-Year Strategic Plan.

**Other Necessary Support or Resources:**
Guidance/Input from Executive Office

**Approximate Direct Cost to Complete:** (Labor and Non-Labor) N/A

**Approval Process:** (Does The Task Require Board Approval?) N/A

**Assumptions:** N/A

**Prepared by/ Date:** Miller / Turner  August 2011  **Approved By/ Date:**
3.0 Parking Lot

The following is a list of items that the committee would like to see accomplished in the future, which are not actively being pursued:

1. Definition / quantification of NAI
2. Train-the-trainer Workshops
3. Survey / evaluation of NAI stakeholders
4. Sustainability & NAI White Paper
5. Posters on NAI at Annual Conference
6. Develop website resources and examples of NAI ("NAI Success Stories")
7. Economics of NAI
8. Measuring No Adverse Impact