

DRAFT 2017 Lake Champlain Sea Grant Institute Site Review
Logistics, Context, and Activities for 11-12 July 2017
University of Vermont, Burlington, Vermont

See the Briefing Book cross-references for background and details.

<i>Logistics</i>	<i>Context</i>	<i>Activity</i>
------------------	----------------	-----------------

Monday, July 10, 2017 (Arrival)

Time	Activity	Briefing Book	Where
Afternoon Evening	Arrival at hotel	Appendix A Local map Restaurants	Sheraton Hotel , South Burlington, Vermont
7:30 - 9:00 PM	Dinner (on own or with Breck and Kris)		TBD

Tuesday, July 11, 2017 (Day 1)

Time	Activity	Briefing Book	Where
8:30 - 9:00 AM	Travel to meeting site and settle in. A van will be pick up at the hotel at 8:30.	Appendix A Local Map	Sheraton Hotel to UVM Campus
<p>LCSG Program Management and Organization – Organization <i>Standard</i> - Organization: The Sea Grant College under review must have created the management organization to carry on a viable and productive Sea Grant program <i>Criteria</i>: Leadership (#1), Organization (#2), Relevance (#3)</p>			
9:00 - 9:30 AM	Welcoming and overview of LCSG history and current programming, staffing structure, and strategic plan.	Pages ?? - ?? Appendix B Appendix C Appendix D	Aiken Center Room 311
<p>LCSG Program Management and Organization - Programmed Team Approach <i>Standard</i> - Programmed team approach. The Sea Grant program under review must have a programmed team approach to the solution of ocean/coast/watershed/Great Lakes problems which includes relevant, high quality, multidisciplinary research with associated educational and advisory services capable of producing identifiable results. <i>Criteria</i>: Programmed Team Approach (#4), Advisory Services (#6), Relationships (#7)</p>			
9:30 - 11:00 AM	Overview of issues faced in the Lake Champlain Basin (LCB) and programs LCSG has underway to address these. We will take a 15 min break at a convenient time in this session.	Pages ?? - ??	Aiken Room 311

Time	Activity		Who
<p>LCSG Program Management and Organization – Matching Support <i>Standard</i> - Support. The Sea Grant program under review must have the ability to obtain matching funds from non-Federal sources, such as state legislatures, university management, state agencies, business, and industry. A diversity of matching fund sources is encouraged as a sign of program vitality and the ability to meet the Sea Grant requirement that funds for the general programs be matched with at least one non-Federal dollar for every two Federal dollars. <i>Criteria:</i> Support (#9)</p>			
11:00 AM - 12:00 PM	Review of our financial model with alternative levels of funding and sources of match	Pages: ??-??	Aiken Room 311
12:00 - 1:00 PM	Lunch. Provided in the meeting room.		
<p>Collaborative Network Activities - Relationships and Collaborations <i>Standard</i> - Relationships. The Sea Grant program under review must have close ties with Federal agencies, state agencies and administrations, local authorities, business and industry, and other educational institutions. These ties are: (i) To ensure the relevance of its programs, (ii) to give assistance to the broadest possible audience, (iii) to involve a broad pool of talent in providing this assistance (including universities and other administrative entities outside the Sea Grant College), and (iv) to assist others in developing research and management competence. The extent and quality of an institution's relationships are critical factors in evaluating the institutional program. <i>Standard</i> - Collaboration. The Sea Grant program under review must provide leadership in ocean/coast/watershed/Great Lakes activities including coordinated planning and cooperative work with local, state, regional, and Federal agencies, other Sea Grant programs, and non-Sea Grant universities. <i>Criteria:</i> Relationships (#7)</p>			
1:00 - 3:00 PM	Relationships and Collaborations with key Partners	Pages: ?? - ??	Aiken Room 311
3:00 - 3:30 PM	Travel to Rubenstein Lab/ ECHO. Transportation will be provided.		
<p>Stakeholder Engagement – Education and Training <i>Standard</i> - Education and training. Education and training must be clearly relevant to national, regional, state and local needs in fields related to ocean, Great Lakes, and coastal resources. As appropriate, education may include pre-college, college, post-graduate, public and adult levels. <i>Criterion:</i> Education and Training (#5)</p>			
3:30 - 5:30 PM	Trip on the Rubenstein School’s research and teaching vessel, the <i>Melosira</i> , to share education initiative with underserved students and get a sense of Lake Champlain Basin environment.	Pages: ??-?? Appendix E	<i>Melosira</i> NOTE: Dress for the weather
5:30 - 6:00 PM	Transport back to hotel will be provided. Dinner on own.	Appendix A	Sheraton Hotel

Wednesday, July 12, 2017 (Day 2)

Time	Activity	Briefing Book	Where
<p>Program Management and Organization - Administrative Support <i>Standard</i> - Organization: The Sea Grant College under review must have created the management organization to carry on a viable and productive Sea Grant program <i>Criterion</i>: Organization (#2)</p>			
8:00 - 9:00 AM	Working breakfast with LCSG Steering Committee to discuss administrative support	Pages: ?? - ??	At Sheraton Hotel restaurant.
9:00 - 9:30 AM	Transport to meeting room. A van will provide transportation to UVM campus venue. NOTE: Bring luggage if you plan to depart directly from the Site Review to airport.		
<p>Stakeholder Engagement – Relevance and Advisory Services <i>Standard</i> - Relevance. The Sea Grant program under review must be relevant to local, state, regional, or national opportunities and problems in the ocean/coast/watershed/Great Lakes environment. Important factors in evaluating relevance are the need for ocean/coast/watershed/Great Lakes resource emphasis and the extent to which capabilities have been developed to be responsive to that need. <i>Standard</i> - Extension/Advisory services. The Sea Grant program under review must have a strong program through which information, techniques, and research results from any reliable source, domestic or international, may be communicated to and utilized by user communities. In addition to the educational and information dissemination role, the advisory service program must aid in the identification and communication of user communities' research and educational needs. <i>Criteria</i>: Relevance (#3), Advisory Services (#6)</p>			
9:30 AM - 12:00 PM	Relevance of current and potential future research projects including opportunities for extension and advisory services We will take a 15 minute break in this session	Pages: ?? - ??	Aiken Room 311
12:00 - 12:30 PM	Transport to lunch. Transportation will be provided.		
12:30 - 1:30 PM	Lunch with the LCSG Program Advisory Committee	Pages: ?? - ??	UVM Alumni House
<p>LCSG Site Review Wrap-Up: Moving forward as a Lake Champlain Sea Grant Institute <i>Criterion</i>: Continuity of High Performance (#10)</p>			
1:30 - 2:30 PM	Important Opportunities for Future Collaboration as a Sea Grant Institute	Pages: ??-??	UVM Alumni House
2:30 - 3:30 PM	Strategic development and timeline for the LCSG Institute	Pages: ?? - ??	UVM Alumni House
3:30 - 4:15 PM	Meeting of SRT with UVM and LCSG Leadership	Open Discussion	UVM Alumni House
4:15 PM	Adjourn: Transportation to hotel or to airport.		