Region 10 Tribal 106 and 319 Draft Work Plan Checklist (10/26/18)

	106 Tasks to Include in Your Work Plan.	Requirements	Additional Information
✔	Task: **Complete 106 Assessment Report (TAR) for water year(s) XX and submit to EPA by X date.** - Include the actual date that you will submit the TAR to EPA. - Include the water year(s) that the report will cover.	You should submit your TAR annually or bi-annually depending on your schedule. If your submission date is not within the timeframe of your work plan, you have 2 options: 1) you can indicate that it will be submitted within 90 days of the grant closing or 2) if you will submit is after 90 days, indicate in your work plan the date that it will be submitted and include it as a task in your next year's work plan as well.	EPA HQ is potentially looking at having the Regions report on how many tribes have submitted up-to-date 106 Assessment Reports to EPA. In anticipation of some kind of reporting, we will be tracking the timeliness of your 106 Assessment Reports submissions more closely.
✔	Task: **Enter data into WQX/STORET by X date.** - Include the actual date that you will complete the data entry to WQX/STORET.	Your data should be entered into WQX/STORET annually at a minimum or the data should be submitted to your EPA Tribal Coordinator in a STORET compatible format annually.	EPA is increasing its support to tribes who are entering data directly to WQX/STORET and is improving the tools that tribes can use to analyze data once it is in STORET. So, we really encourage you to submit your data to WQX/STORET if you aren't doing so already.
✔	Task: **Review current QAPP by X date (Current QAPP was approved by EPA on Month/Date/Year).** - Include the date that you will complete the review. It should be at least a month before sampling season so that if you have changes, there will be enough time to get EPA approval before sampling starts.	In the FY2019 CWA 106 and 319 Funding Announcement sent to out in November, we included specific guidelines on QAPP review and revision. An annual review of your QAPP is the first step. In addition, QAPPs must be updated and resubmitted every 5 years.	Please click on the following link to locate the full QAPP Guidelines under "Related Documents" and the Sample Alteration Form in the "Sample Forms…" Box. https://www.epa.gov/tribal/region-10-clean-water-act-section-106-tribal-program-funding
✔	Under your monitoring task or in your narrative work plan, include **the list of parameters** you are sampling for.		
✔	Include only if relevant to your tribe: Task: **Update 106 Monitoring Strategy and submit to EPA by X date.** - Include the actual date that you will submit the Monitoring Strategy to EPA.	EPA R10 Tribal 106 Program is asking all tribes who have monitoring strategies that are 10 years old to update their monitoring strategy and submit it to EPA for review and approval. Monitoring strategies must be updated at least every 10 years, or more	R10 sent an email in December reminding relevant tribes to include a task update their Monitoring Strategy in their draft work plan. If you have any questions about how old your monitoring strategy is, please contact Krista Mendelman. FYI - HQ may change the flexibility

		frequently if you are proposing to make changes to your monitoring program.	we currently have in the Region; they may require that a monitoring strategy be updated more frequently than every 10 years.
	319 Tasks to Include in Your Work Plan.	**Requirements**	**Additional Information**
✔	Include only if relevant to your tribe: Task: **Review 319 Assessment Report and Management Program and at a minimum submit a new schedule of milestones to EPA by X date.** - Include the actual date that you will submit to EPA	EPA R10 Tribal 319 Program requires you to review your Nonpoint Source Assessment Report and Management Program every 5 years and at a minimum update your Schedule of Milestones. Any updates should be sent to EPA for review and approval. If you are proposing significant changes to the Nonpoint Source Assessment Report and Management Program by adding lands or categories of nonpoint source pollution, you will likely need to conduct a new public review of the document after EPA has reviewed the final draft.	In the 2020 CWA 106 and 319 Funding Announcement, we included a status list of all the tribes and what action you need to take this next year. Below is the link to Tribal 319 webpage. See "Related Documens" for the status list: https://www.epa.gov/tribal/region-10-clean-water-act-section-319-tribal-program-funding

Contact your tribal coordinator or Krista Mendelman at mendelman.krista@epa.gov or 205-553-1571 if you have any questions about the information above.